College Misericordia

Academic Catalog
Undergraduate Studies

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College Misericordia Academic Catalog
Undergraduate Studies
Effective August, 1986

Contacts

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Policy Statements

This catalog contains current information regarding College Misericordia's calendar, admissions policies, degree requirements, fees and regulations. College Misericordia reserves the right in its sole judgment to promulgate and change rules and regulations and to make changes of any kind in its programs, calendar, admissions policies, procedures and standards, degree requirements and fees whenever it is deemed necessary or desirable, including changes in course content, the rescheduling of classes, and cancellation of scheduled classes and other academic activities.

College Misericordia accords students of any race, color, religion, sex, nationality or ethnic origin all the rights, privileges, programs and activities generally made available to students of the College. College Misericordia does not discriminate on the basis of race, color, handicap, religion, sex, nationality or ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, athletic or other College administered programs.

College Misericordia complies with the Family Education Rights and Privacy Act of 1974 as amended. A copy of the Act is available for inspection in the office of the Academic Dean.

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Mission Statement

College Misericordia is a Catholic, liberal arts-based, co-educational college. It was founded in 1924 and it is sponsored by the Religious Sisters of Mercy. The College offers both undergraduate and graduate programs. In 1978, the Board of Trustees approved a mission statement that notes the nature and purpose of the College, and in 1984 it was revised as follows:

> College Misericordia is a Catholic college sponsored by the Religious Sisters of Mercy. A co-educational institution which welcomes individuals of all faiths, Misericordia offers a variety of liberal arts and professional programs at the undergraduate level in addition to professional graduate programs.
>
> The education of each undergraduate student is based on the College's commitment to the complementary relationship between liberal arts and professional studies. To emphasize academic excellence and to develop critical thinking, College Misericordia provides a liberal arts base for all four-year academic curricula. Professional education, as well as education in the arts and sciences, prepares students for productive careers and continued professional growth.
>
> College Misericordia is a cooperative environment in which students, faculty, and administration demonstrate personal concern for each individual as a valued member of the campus community. In addition to academic pursuits, students can participate in a wide range of spiritual, recreational, social, and cultural activities.
>
> The College's commitment to provide affordable, quality education continues to express the founding Sisters' values and attitudes of justice, mercy, and service.

The Curricula

Academic Divisions

College Misericordia's academic programs are administered by seven distinct divisions. The programs offered by each division are listed below:

Division of Allied Health Professions — Joan Krause, Chair

Majors:
Medical Technology, p. 34
Occupational Therapy, p. 45
Radiologic Technology, p. 59

Minor:
Management, p. 73
(This minor is taken with the Radiologic Technology major.)

Specializations:
Education, p. 72
Management, p. 73
(These specializations are taken with the Radiologic Technology major.)

Division of Business Administration — Donald Skiff, Chair

Majors:
Accounting, p. 9
Business Administration, pp. 12, 13, 14
(The major in Business Administration requires a specialization in Management, Marketing or Merchandising. Students may elect an additional specialization or a minor.)
Business Information Systems, p. 15

Minors:
Accounting, p. 76
Management, p. 78
Marketing, p. 78
Merchandising, p. 79

Specializations:
Management, p. 12
Marketing, p. 13
Merchandising, p. 14

Division of Fine Arts — Mary Carmel McGarigle, RSM, Chair

Majors:
Applied Music, p. 10
Music Education, p. 36
Music Therapy, p. 39

Elective area of study:
Art, p. 82

Division of Humanities — Donald Fries, Chair

Majors:
English, p. 27
History, p. 30
General Studies (Program Administered Interdivisionally), p. 28
Liberal Studies (Program Administered Interdivisionally), p. 31

Minors:
English, p. 77
History, p. 78
Philosophy, p. 79
Political Science, p. 80
Religious Studies, p. 80
Russian Area Studies, p. 81
Writing, p. 81

Specialization:
Pre-Law (This specialization may be taken with the English, History or Liberal Studies majors.), pp. 56, 57, 58

The Curricula

Academic Divisions

Division of Natural Sciences, Mathematics, and Computer Science — Joseph Tomasovic, Chair

Majors:
Biology, p. 11
Computer Science, p. 17
Mathematics, p. 32
Mathematics/Computer Science (combined major), p. 33

Minors:
Biology, p. 76
Chemistry, p. 76
Computer Science, p. 77
Mathematics, p. 79

Specializations:
Pre-Dentistry, p. 54
Pre-Medicine, p. 54
Pre-Optometry, p. 54
Pre-Veterinary Medicine, p. 54
(These specializations are taken with the Biology major.)

Elective areas of Study:
Geography, p. 82
Physics, p. 83

Division of Nursing — Sheila Pringle, Chair

Major:
Nursing, p. 40

Certification:
School Nurse, p. 74

The Division of Nursing offers a Master of Science degree in Nursing. See Graduate Catalog for details.

Division of Professional Studies — Joseph Rogan, Chair

Majors:
Elementary Education, p. 18
Social Work, p. 75
Special Education, p. 24

Minors:
Gerontology, p. 77
Psychology, p. 80

Certifications:
Child Welfare Services, p. 16
Early Childhood Education, p. 21
Elementary Education, p. 18
Gerontology, p. 29
Special Education, p. 24

Elective area of study:
Sociology, p. 83

The Division of Professional Studies offers a Master of Science degree in Human Services Administration. See Graduate Catalog for details.

Accreditations

College Misericordia was chartered by the State of Pennsylvania on January 31, 1927, and is empowered to grant the following degrees:

Master of Science in Nursing
Master of Science
Bachelor of Arts
Bachelor of Music
Bachelor of Science
Bachelor of Science in Nursing
Bachelor of Social Work
Associate of Applied Sciences

College Misericordia is officially recognized by the following accrediting agencies:

Council on Social Work Education
Department of Education, Harrisburg, Pennsylvania
The Regents of the University of the State of New York
Commission on Higher Education of the Middle States Association of Colleges and Schools
National Association of Schools of Music
National League for Nursing
National Association of Music Therapy
Committee on Allied Health Education Accreditation of the American Medical Association in collaboration with the Accreditation Committee of the American Occupational Therapy Association
Committee on Allied Health Education Accreditation of the American Medical Association in collaboration with the Joint Review Committee on Education in Radiologic Technology.

College Misericordia has legal permission from the Pennsylvania State Board of Nurse Examiners to operate a School of Nursing in the Commonwealth of Pennsylvania.

Various other state education departments also recognize College Misericordia's academic programs.

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Academic Program Definitions

All College Misericordia students are required to fulfill a 54-credit liberal arts **core curriculum** in addition to the requirements of their chosen major. The core courses provide both a sound educational foundation and a perspective from which to choose a major field or specialized area of study.

College Misericordia's academic programs fall into five inter-related groups: majors, specializations, certifications, minors and elective areas of study. These program areas are defined below:

Majors

Areas of study in a formal discipline for which a degree is awarded, for example, a Bachelor of Arts degree in History, a Bachelor of Social Work degree in Social Work, or Bachelor of Science degree in Mathematics.

Specializations

Focused programs of extended study closely associated with a specific degree program. Specializations are generally available only to students who have been accepted to the major for the specific degree, for example: B.A./History (Pre-Law) or B.S./Biology (Pre-Medicine).

Certification

Prescribed programs of study designed to meet requirements of official agencies which recognize the certification as a valid credential, for example, Early Childhood Education certification recognized by the Pennsylvania Department of Education.

Minors

Focused programs of study which involve specific clusters of courses around a general area of study. Minors are not associated with particular degree programs and are therefore open to all students, for example: writing, philosophy, and religious studies.

Elective Areas of Study

Clusters of courses which are not as a group directly associated with a specific degree program. These elective courses are intended to augment the liberal arts background of any interested student, for example: philosophy, art, sociology and geography.

Academic Program Listings

Specific Degree Programs

In the academic program listings which follow, majors, specializations and certifications are combined into one section and are listed alphabetically by program name. They have been grouped together by virtue of their one common factor — majors, specializations and certifications are associated with specific degree programs and therefore require defined course sequences.

Minor Programs

Minors, which are open to all students, may be taken in association with any degree program. Minors involve 15 to 22 credits in specific areas. The minors offered by the College and their course requirements are grouped together under the heading **Minor Programs.**

Elective Areas

Elective areas of study are briefly described in the section headed **Elective Areas of Study.**

Course Descriptions

Specific information regarding every course offered by the College may be found in the **Course Descriptions** section of this catalog.

The Curricula

Core Curriculum Requirements

All students, regardless of major, are required to complete a minimum of fifty-four (54) credit hours of core courses. These courses must be taken in accordance with the distribution of credit hours by area of study described below, and must be selected from the list of core course titles on the following page, or from the list of approved substitutes noted below.

Some courses must be taken in sequence, and both semesters of courses which are offered over two semesters must be completed.

AREA OF STUDY	CREDITS	AREA OF STUDY	CREDITS
Anthropology	3	Music	3
Art	3	Philosophy	6
English Composition	3	Political Science	3
English Literature	6	Psychology	3
History	6	Religious Studies	6
Mathematics*	6	Science	6

*All students are required to take six (6) credits of Mathematics, three (3) from Bank I and three (3) from Bank II.

Mathematics Bank I

(Determined by Placement Test)

MTH 90 Mathematics I
MTH 108 Precalculus
MTH 151 Calculus I

Mathematics Bank II

(Specified by Program)

MTH 100 Mathematical Perspectives
MTH 115 Basic Statistics I
MTH 151 Calculus I
MTH 152 Calculus II
BUS 140 Quantitative Methods I

EXCEPTIONS: Students enrolled in selected major programs of study may substitute a prescribed, more advanced course in a given area to fulfill the core requirement. Refer to the suggested sequence of required courses for individual majors. Other qualified students** may exercise the same option.

Students in certain major programs may consider the following courses as proper substitutes for the normal course requirements in the areas listed:

APPROVED SUBSTITUTE COURSE(S)		FULFILLS	IF STUDENT'S MAJOR IS
Biology 101-102	(8 credits)	Science Core	Biology; Medical Technology
Chemistry 104-203	(7 credits)	Science Core	Nursing
Computer Science 100	(3 credits)	Math Core (Bank I)	Nursing
Mathematics 90	(3 credits)	Math Core (Bank II)	Nursing
Music 205	(3 credits)	Music Core	Music
Physics 101-102	(6 credits)	Science Core	Computer Science; Mathematics Radiologic Technology
Physics 221-222	(8 credits)	Science Core	Computer Science; Mathematics

***Students in other major programs who demonstrate competence in any of the areas listed above may, with the approval of the Chair of the Division and the Academic Dean, exercise these same options.*

The Curricula

Core Curriculum Requirements

CORE AREAS	REQUIRED CREDITS		COURSE NUMBER/COURSE TITLE		CREDITS
Anthropology	3		SOC 110	Anthropology	3
Art	3		ART 161	Art Appreciation	3
English Composition	3		ENG 103	Composition	3
English Literature	6	Select One Sequence	ENG 221-222	Major British Writers	6
			ENG 247-248	American Literature	6
			ENG 266-267	Western World Literature	6
History	6	Select One Sequence	HIS 101-102	History of Western Civilization	6
			HIS 103-104	History of United States	6
Mathematics	6		MTH	Mathematics Bank I	3
				Mathematics Bank II	3
Music	3		MUS 230	Music Appreciation	3
Philosophy	6		PHL 101	Contemporary Self-Images	3
		Select One	PHL 225	Ethics	3
			PHL 257	Philosophy of Religion	3
			PHL 260	Practical Logic	3
			PHL 290	Philosophy of Person	3
Political Science	3		POL 100	American National Government	3
Psychology	3		PSY 123	Introduction to Psychology	3
Religious Studies	6	Select Two	RLS 100	Biblical Studies	3
			RLS 103	Moral Theology	3
			RLS 104	World Religions	3
			RLS 106	Theology and Human Experience	3
			RLS 111	Christology	3
			RLS 113	Theology of the Church	3
Science	6	Select One Sequence	BIO 103-104	General Biology I & II	6
			CHM 103-104	General Chemistry I & II	6
			PHY 107-108	Introduction to Physics I & II	6
	54				

The Curricula

Honors Program

Director, Lee J. Williames

Honors Education

The Honors Program at College Misericordia consists of two separate but complementary components: College Honors and Degree Honors. College Honors focuses on the core curriculum and is open to qualified students chosen for the program. Degree Honors is research-oriented and is open only to College Honors students interested in research who are chosen for the program.

College Honors

The College Honors program is a college-wide program which involves a sequence of core courses supplemented by enrichment activities, out-reach activities, and advisement. The College Honors course sequence entails taking Honors courses which are equivalent to core courses required of all students in the College's core curriculum. The majority of these courses are taken as Honors Colloquia.

College Honors Course Sequence

Freshman Honors Colloquia Honors sections of History of Western Civilization I and II.	6 credits
Sophomore Honors Colloquia Honors sections of Western World Literature I and II.	6 credits
Junior Honors Colloquia Honors sections of Philosophy of Religion and World Religions.	6 credits
Three additional Honors core courses are taken over 4 years.	9 credits

Honors students are expected to maintain a 3.0 average in their Honors courses. Those completing the program receive the notation of "College Honors" on their degree and transcript.

Degree Honors

The emphasis in this portion of the program is on research. In order to take Degree Honors, students must be in the process of successfully completing College Honors, and have at least a 3.4 average in their junior year.

At the end of the sophomore year Honors program students are reviewed, and some who are research oriented participate in Degree Honors. Students are expected to conduct research and place it in an interdisciplinary context in the Senior Honors Seminar.

Suggested Combined College and Degree Honors Course Sequence

First year	
Freshman Colloquia	6 credits
Honors Courses (2)	6 credits
Second year	
Sophomore Colloquia	6 credits
Honors Course	3 credits
Third year	
Junior Honors Colloquia	6 credits
Fourth year	
Senior Honors Seminar	3 credits

Students completing College Honors, the Senior Honors Seminar, having a 3.4 or above average overall, a 3.0 average in Honors, and the recommendation of the Honors faculty qualify for an Honors degree.

The Curricula

Majors, Specializations and Certifications

Accounting Major

Division of Business Administration
Degree: B.S./Business Administration
Program Director: Karen Hazleton

Accounting professionals are people who are competent to serve society in more than an ordinary way. They have a responsibility to those they serve, their colleagues, and the public — investors, consumers, and creditors.

Accounting provides the information necessary to determine and evaluate the present and projected economic activities of organizations. The world of business affairs is the province of accountants. It is their role to apprehend it, analyze it, systematize it, and portray it. The more complex the world is, the more demanding is the role of the accountant.

Accounting is a leading growth profession throughout the world. Professional accounting careers range from public accounting, internal auditors, tax consultants to management accounting and management advisory services. These jobs require not only knowledge and experience, but personal qualities of perception, imagination, judgment, ability to work well with others, communication skills, and problem solving techniques.

The accounting major will additionally prepare students to take the uniform CPA examination given in May of their senior year. The examination is designed to measure technical competence, which includes not only technical knowledge and its application, but also the exercise of good judgment, and understanding of professional responsibility.

Minors to be considered with this major include computer science, management, marketing and merchandising.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

ACC 101	Principles of Accounting I	3	ACC 102	Principles of Accounting II	3
ENG 103	English Composition	3	ENG 339	Technical Writing	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15

SOPHOMORE

ACC 201	Intermediate Accounting I	3	ACC 202	Intermediate Accounting II	3
BUS 101	Management I	3	BUS 102	Management II	3
BUS 205	Macro Economics	3	BUS 206	Micro Economics	3
ART 161	Art Appreciation	3	BUS 382	Personnel & Industrial Relations	3
PHL 101	Contemporary Self-Images	3	MUS 230	Music Appreciation	3
POL 100	American National Government	3	PHL	Core Elective	3
		18			18

JUNIOR

ACC 301	Advanced Accounting I	3	ACC 302	Advanced Accounting II	3
ACC 310	Cost Accounting	3	BUS 141	Quantitative Methods II	3
BUS 140	Quantitative Methods I	3	BUS 390	Human Relations Management	3
BUS 170	Marketing I	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	RLS	Core Elective	3
		15			15

SENIOR

ACC 401	Taxes I	3	Track A*		
ACC 410	Auditing	3	ACC 413	Accounting Co-operative Internship	9
BUS 410	Legal Environment of Business	3		-or-	
RLS	Core Elective	3	ACC 472	Accounting Internship	9
SOC 110	Anthropology	3		Free Elective	3
				Free Elective	3
		15			15

Track B*

ACC 311	Managerial Accounting	3
ACC 402	Taxes II	3
ACC 485	Special Topics in Accounting	3
	Free Elective	3
	Free Elective	3
		15

Total Required for Graduation: 126 credits

*All accounting majors are encouraged to serve in an Accounting Internship in the spring semester of their senior year. Placement of students in the "A" Track will be dependent upon successful completion of required coursework, availability of placements, and a successful internship search and interview on the part of the student.

The Curricula

Majors, Specializations and Certifications

Applied Music Major

Division of Fine Arts
Degree: B.A./Applied Music
Program Director: Richard Dower

The music program at College Misericordia fosters excellence in performance, develops strong competencies in music, and is part of a broad-based foundation in the liberal arts. Each student is provided the opportunity to develop his or her musical potential.

In addition to meeting the College's general admission requirements, applied music majors must successfully audition in the major performance area in order to be accepted to the program. A theory test is given at the time of the audition. A senior recital is required for all music majors.

The Bachelor of Arts degree in Applied Music provides a wide range of experience in the musical and performing arts, acquired through course work in performance, theory, history, dance, counterpoint and composition. Courses in foreign language and culture are required.

All music students participate in College Chorus for eight semesters. Other ensemble activity depends upon the student's area of interest.

SEQUENCE OF REQUIRED COURSES

	FRESHMAN				
MUS 010	Theory I A	2	MUS 030	Theory II A	2
MUS 020	Theory I B	2	MUS 040	Theory II B	2
HIS	History Core Elective	3	HIS	History Core Elective	3
ENG 103	Composition	3	MTH	Mathematics Bank II	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
MUS	Applied Music	2	MUS	Applied Music	2
		15			15
	SOPHOMORE				
MUS 050	Theory III A	2	MUS 070	Theory IV A	2
MUS 060	Theory III B	2	MUS 080	Theory IV B	2
MUS 205	Survey of Music History I	3	MUS 206	Survey of Music History II	3
MUS	Applied Music	2	MUS	Applied Music	2
	Foreign Language	3		Foreign Language	3
ART 161	Art Appreciation	3	PHL 101	Contemporary Self-Images	3
		15			15
	JUNIOR				
MUS 315	Forms and Analysis	3	MUS 317	20th Century Trends	3
MUS	Applied Music	2	MUS	Applied Music	2
RLS	Core Elective	3	MUS 342	Instrumental Counterpoint	2
SCI	Core Elective	3	SCI	Core Elective	3
MUS 107	Dance I	1	SOC 110	Anthropology	3
	Free Elective	3	PHL	Core Elective	3
		15			16
	SENIOR				
MUS 410	Music Composition	2	MUS	Applied Music	2
MUS	Applied Music	2	POL 100	American National Government	3
RLS	Core Elective	3			
MUS 412	Orchestration	2	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3		Free Elective	3
	Free Elective	3		Free Elective	3
		15			14

All students are required to participate in College Chorus (MUS 601) each semester.

Total required for graduation: 120 credits

The Curricula

Majors, Specializations and Certifications

Biology Major

Division of Natural Sciences, Mathematics and Computer Science
Degree: B.S./Biology
Program Director: Carl Konecke

With the proper selection of elective courses, a biology major is prepared for post-graduate studies in medicine, veterinary medicine, dentistry, podiatry, optometry, or for graduate study in various disciplines within biology and related fields.

Preparation for post-graduate employment in biological or biochemical research is also available through the appropriate selection of course offerings.

Biology majors are assigned an advisor who helps plan a program of courses consistent with the student's background and career objectives. (Majors in biology must maintain at least a "B" average to be recommended to graduate or professional schools.)

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BIO 101	General Botany and Biological Principles	4	BIO 102	General Zoology	4
CHM 133	Chemical Principles I	4	CHM 134	Chemical Principals II	4
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Electives	3	MTH 152	Calculus II	3
MTH	Calculus I	3	PSY 123	Introduction to Psychology	3
		17			17

SOPHOMORE

BIO 241	Genetics	4	BIO 243	General Microbiology	4
BIO 251	Comparative Anatomy and Histotechnique I	4	CHM 244	Organic Chemistry II	4
CHM 243	Organic Chemistry I	4	MTH 115	Basic Statistics I	3
CPS 101	Introduction to Programming: Pascal	3	PHL 101	Contemporary Self-Images	3
		15			14

JUNIOR

BIO 322	Comparative Embryology of Vertebrates	3	BIO 346	General Physiology	4
CHM 353	Biochemistry	3	CHM	Elective	3
ENG	Core Elective	3	ENG	Core Elective	3
PHY 221	General Physics I	4	PHY 222	General Physics II	4
RLS	Core Elective	3	RLS	Core Elective	3
		16			17

SENIOR

BIO 425	Ecology	4	BIO 360	Immunology	1
BIO 490	Coordinating Seminar	1	BIO 480	Biology Research	1
BIO	Elective	3	MUS 230	Music Appreciation	3
ART 161	Art Appreciation	3	PHL	Core Elective	3
POL 100	American National Government	3	SOC 110	Anthropology	3
		14		Free Elective	3
					14

Total Required for Graduation: 124 credits

The Curricula

Majors, Specializations, Minors, Certifications

Business Administration Major

Division of Business Administration
Degree: B.S./Business Administration
Program Director: Donald C. Skiff

Students who major in business administration may choose to focus on a specific area of the business environment. College Misericordia's business program offers specializations in management, marketing, and merchandising. The programs are identical during the first year of study which allows the student to investigate the various specializations before having to choose a specific field.

To succeed in a professional business atmosphere, individuals must have a well-rounded background in all aspects of business. College Misericordia's business administration program provides the proper balance of both theory and practice. The program prepares students for entry level positions in business, industry or the non-profit sector. Business Administration Majors are well prepared to continue their studies at the graduate level.

Management Specialization

The **Management** Specialization prepares students in the various areas of the business world: Management of Personnel, Sales, Marketing, Finances, Production/Operations, Human Relations, and Small Businesses. Broad preparation in the management field well prepares students to enter any business field of their choosing. Students obtain jobs in a variety of organizations all of which require individuals to manage them and their many subdivisions, thus the job possibilities are almost endless. The key to success is a broad liberal business preparation, which College Misericordia and the Division of Business provide.

SEQUENCE OF REQUIRED COURSES

		FRESHMAN			
BUS 101	Management I	3	BUS 102	Management II	3
ENG 103	English Composition	3	ENG 339	Technical Writing	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15
		SOPHOMORE			
ACC 101	Principles of Accounting I	3	ACC 102	Principles of Accounting II	3
BUS 170	Marketing I	3	BUS 206	Micro Economics	3
BUS 205	Macro Economics	3	BUS 382	Personnel & Industrial Relations	3
ART 161	Art Appreciation	3	MUS 230	Music Appreciation	3
HIS 305	Recent American Domestic History	3	POL 100	American National Government	3
PHL 101	Contemporary Self-Images	3	SOC 110	Antrhropology	3
		18			18
		JUNIOR			
BUS 140	Quantitative Methods I	3	ACC 311	Managerial Accounting	3
BUS 350	Money and Banking	3	BUS 141	Quantitative Methods II	3
BUS 371	Business Financial Management	3	BUS 303	Sales Promotion Management	3
BUS 385	Production & Operations Management	3	BUS 390	Human Relations Management	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
		15			15
		SENIOR			
BUS 410	Legal Environment of Business	3	BUS 210	Comparative Economics	3
BUS 420	Small Business Management	3	BUS 430	Management Information Systems	3
BUS 440	Marketing Management	3	BUS 491	Seminar in Business Policies	3
PHL	Core Elective	3	RLS	Core Elective	3
RLS	Core Elective	3		Free Elective	3
		15			15

Total Required for Graduation: 126 credits

Minors to be considered with this major include Accounting, Computer Science, Marketing and Merchandising.

The Curricula

Majors, Specializations and Certifications

Business Administration Major
Marketing Specialization

Division of Business Administration
Degree: B.S./Business Administration
Program Director: Theresa Clemente

Marketing is one of the business specializations offered which concentrates on exchange processes. College Misericordia's marketing specialization goes beyond the traditional. It prepares students for employment in business, as well as non-business organizations. Those who are or will be involved in managing private or public, profit or non-profit organizations can benefit from this program.

Opportunities in the field of marketing are expanding rapidly as organizations discover the importance of marketing techniques to their continued success. Today and in the future, not only will products be marketed, but services, ideas, places, political candidates, health care facilities, educational institutions, and many more organizations will also benefit by using marketing tools.

Students obtain jobs in a variety of organizations, in Advertising, Public Relations, Sales, Product and Brand Management, Marketing Research, Purchasing, Retailing, Wholesaling, and many other marketing related positions.

Minors to be considered with this major include Accounting, Compter Science, Management and Merchandising.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BUS 170	Marketing I	3	BUS 171	Marketing II	3
BUS 103	English Composition	3	ENG 339	Technical Writing	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15

SOPHOMORE

ACC 101	Principles of Accounting I	3	ACC 102	Principles of Accounting II	3
BUS 205	Macro Economics	3	BUS 206	Micro Economics	3
BUS 290	Promotion Tools	3	BUS 303	Sales Promotion Management	3
ART 161	Art Appreciation	3	MUS 230	Music Appreciation	3
HIS 305	Recent American Domestic History	3	POL 100	American National Government	3
PHL 101	Contemporary Self-Images	3	SOC 110	Anthropology	3
		18			18

JUNIOR

BUS 101	Management I	3	BUS 102	Management II	3
BUS 140	Quantitative Methods I	3	BUS 141	Quantitative Methods II	3
BUS 305	Marketing Channels	3	ACC 311	Managerial Accounting	3
BUS 371	Business Financial Management	3	BUS 390	Human Relations Management	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
		15			15

SENIOR

BUS 410	Legal Environment of Business	3	BUS 421	Special Topics in Marketing	3
BUS 440	Marketing Management	3	BUS 491	Seminar in Business Policies	3
BUS 450	Marketing Research	3	RLS	Core Elective	3
PHL	Core Elective	3		Free Elective	3
RLS	Core Elective	3		Free Elective	3
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Business Administration Major
Merchandising Specialization

Division of Business Administration
Degree: B.S./Business Administration
Program Director: Mary Carden

Merchandising is a multifaceted program that can prepare students for a wide variety of consumer oriented careers: Buyer, Wholesaler, Retail Manager, Sales Representative, Store Coordinator, and Visual Merchandiser. The objective of Merchandising is to prepare the student to be flexible and to be able to adapt to the multitude of job opportunities that are available in the retail industry from entry level to Executive Management positions: Assistant Buyer to General Merchandise Manager. This specialization, coupled with the Business Administration Degree, allows the student versatility in a highly dynamic and constantly changing business environment.

Merchandising is a completely people-oriented institution and therefore never dull for someone who relates well to people. The merchandising need is all-pervasive, so one can function wherever there are people.

Minors to be considered with this Major: Accounting, Marketing and Management.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BUS 101	Management I	3	BUS 102	Management II	3
ENG 103	English Composition	3	ENG 339	Technical Writing	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15

SOPHOMORE

ACC 101	Principles of Accounting I	3	ACC 102	Principles of Accounting II	3
BUS 205	Macro Economics	3	BUS 206	Micro Economics	3
BUS 230	Merchandising	3	BUS 260	Textiles	3
ART 161	Art Appreciation	3	MUS 230	Music Appreciation	3
HIS 305	Recent American Domestic History	3	POL 100	American National Government	3
PHL 101	Contemporary Self-Images	3	SOC 110	Anthropology	3
		18			18

JUNIOR

BUS 140	Quantitative Methods I	3	BUS 141	Quantitative Methods II	3
BUS 170	Marketing I	3	BUS 171	Marketing II	3
BUS 305	Marketing Channels	3	BUS 303	Sales Promotion Management	3
BUS 371	Business Financial Management	3	BUS 335	Retail Buying	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
		15			15

SENIOR

BUS 400	History of Costume	3	BUS 405	Visual Merchandising	3
BUS 410	Legal Environment of Business	3	BUS 413	Business Co-operative Internship	3
BUS 420	Small Business Management	3	BUS 491	Seminar in Business Policies	3
PHL	Core Elective	3	RLS	Core Elective	3
RLS	Core Elective	3		Free Elective	3
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Business Administration
Business Information Systems Major

Division of Business Administration
Degree: B.S./Business Information Systems
Program Director: Donald C. Skiff, MBA

The Business Information Systems Degree constitutes an interdisciplinary approach to modern information systems, providing a strong foundation in Business and Computer Science as they relate to Business Information Management, Development, and Operations.

The major provides a melding of the two disciplines since the development of a computer-based information system is not merely a technological exercise as it also has managerial, organizational, and behavorial implications. The Business Information Systems Degree offers a strong foundation in Computer Science, Business Theory and practice, and the related role of information flow within an organization.

The Business Information Systems Degree provides majors a balance of theory and practice in both disciplines and prepares students for entry-level positions in such fields as Systems Analysis, Systems Design, and Information Systems Management. Students may also elect to continue their studies at the graduate level.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

CPS 101	Introduction to Programming-Pascal	3	CPS 121	Computer Programming	3
ENG 103	English Composition	3	ART 161	Art Appreciation	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15

SOPHOMORE

ACC 101	Principles of Accounting I	3	ACC 102	Principles of Accounting II	3
BUS 101	Management I	3	CPS 132	Micro Computer Soft/Hardware	3
BUS 205	Macro Economics	3	ENG 339	Technical Writing	3
CPS 221	Introduction to Computer Systems	3	MUS 230	Music Appreciation	3
MTH 151	Analytical Geometry & Calculus I	3	RLS	Core Elective	3
POL 100	American National Government	3	SOC 110	Anthropology	3
		18			18

JUNIOR

ACC 201	Intermediate Accounting I	3	BUS 141	Quantitative Methods II	3
BUS 140	Quantitative Methods I	3	BUS 390	Human Relations Management	3
BUS 170	Marketing I	3	CPS 232	Data Structures & Algorithmic Analysis	3
CPS 231	Introduction to File Processing	4	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	PHL 101	Contemporary Self-Images	3
		16			15

SENIOR

BUS 371	Business Financial Management	3	ACC 311	Managerial Accounting	3
CPS 431	Software Design & Development	3	BUS 430	Management Information Systems	3
PHL	Core Elective	3	CPS 412	Computers and Society	3
RLS	Core Elective	3	CPS 432	Database Management Systems Design	3
	Free Elective	3		Free Elective	2
		15			14

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Child Welfare Services
Certification

Division of Professional Studies
Degree: May be taken in support of several degrees
Program Director: James Calderone

The child welfare services certificate program is most directly associated with a major in one of the helping professions. Child welfare specialists handle the problems of abused, neglected and abandoned children or those whose behavior has brought them to the attention of the courts. This type of work is demanding and requires highly trained and dedicated professionals for whom children and their families are of paramount importance.

A certificate in child welfare services involves a total of 15 credits. Three of these credits are earned through the successful completion of a clinic, field practicum or other appropriate placement in a child serving setting related to the student's major field of study.

COURSE SEQUENCE

PSY 275 Child and Adolescent Psychology	3
CWS 363 Child Welfare Services	3
Two additional courses selected from:	6
CWS 392 Child Welfare and Neglect	(3)
CWS 393 Child Welfare Law	(3)
CWS 395 Foster, Residential and Adoptive Care	(3)
Approved Field Practicum	3
	15

The Curricula

Majors, Specializations and Certifications

Computer Science Major

Division of Natural Sciences, Mathematics and Computer Science
Degree: B.S./Computer Science
Program Director: Joseph Tomasovic

College Misericordia offers students several different computer science programs in response to a variety of interests and career goals. The Computer Science curricula follow the recommendations of the Association of Computing Machinery and uphold the College's long history of providing career-oriented educations within a strong liberal arts program.

The Computer Science major leads to a Bachelor of Science in Computer Science. The program prepares students to pursue careers in scientific or industrial programming and systems analysis, or to continue their education at the graduate level.

College Misericordia's computer facilities were designed to achieve one primary goal: to serve the academic needs of Misericordia students. The principal academic computer at the College is a Digital Equipment Corporation VAX 11/750 with VMS/UNIX operating systems. The VAX line is one of the most widely used computer systems in the world. The College's computer facilities also include an IBM Personal Computer Lab. The academic computing facilities are independent of the College's Management Information System.

Computer Science majors must meet the core curriculum requirements set by the College, as well as the requirements specific to the major. Majors must complete an approved program of 19 credits of lower division Computer Science courses, 18 credits of upper division Computer Science electives, 19 credits of mathematics co-requirements and 8 credits of physics. In addition, students must complete a senior independent project in consultation with their advisors.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

CPS 101	Introduction to Programming: Pascal	3	CPS 121	Computer Programming	3
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH 152	Analytical Geometry & Calculus II	3
MTH 151	Analytical Geometry & Calculus I	3	MUS 230	Music Appreciation	3
PHY 123	Introduction to Psychology	3	POL 100	American National Government	3
		15			15

SOPHOMORE

*CPS 231	Introduction to File Processing	4	*CPS 232	Data Structures & Algorithm Analysis	3
ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
MTH 225	Calculus III	4	ENG	Literature Core Elective	3
PHY 221	General Physics I	4	*MTH 244	Set Theory and Logic	3
			PHY 222	General Physics II	4
		15			16

JUNIOR

*CPS 221	Introduction to Computer Systems	3	*CPS 222	Introduction to Computer Organization	3
*CPS 331	Organization of Programming Languages	3	*CPS 412	Computers and Society	3
*MTH 241	Linear Algebra	3	ENG 339	Technical Writing	3
PHL 101	Contemporary Self-Images	3	MTH 215	Mathematical Statistics	3
SOC 110	Anthropology	3	PHL	Core Elective	3
		15			15

SENIOR

*CPS 321	Operative Systems and Computer Architecture	3	*CPS 421	Introduction to Numerical Analysis	3
*CPS 431	Software Design and Development	3	*CPS 432	Database Management Systems Design	3
RLS	Core Elective	3	CPS 480	Independent Study	3
	Free Elective	3	RLS	Core Elective	3
	Free Elective	3		Free Elective	2
		15			14

*Upper-division courses are offered in alternate years, so that a student's schedule may not follow this sequence exactly. For example, courses shown in the senior year may be taken in the junior year and vice versa.

Total required for graduation: 120 credits

The Curricula

Majors, Specializations and Certifications

Elementary Education Major
Elementary Education Certification

Division of Professional Studies
Degree: B.S./Elementary Education
Program Director: Joseph Rogan

The Elementary Education program has been continually refined to keep pace with developments in the field of education. The program is fully approved by the Pennsylvania Department of Education and leads to a teaching certificate valid in Pennsylvania and transferable to many other states.

All students who wish to major in elementary education must successfully complete the liberal arts core curriculum prescribed by the College. Additionally, students must successfully complete a series of professional studies, speciality area courses, field experiences, and teach for an entire semester.

All Elementary Education majors must also satisfactorily complete field experiences every semester from the second semester of the freshman year to the first semester of the senior year. Field experience involves course-related observation and practicum assignments in community schools. All field experiences are arranged by the College. During the final semester students must successfully complete a 15-week student teaching assignment. All field experiences and teaching assignments are arranged by the College. Transportation to and from field experience and student teaching assignments is the responsibility of the student.

Students who successfully complete the elementary education program are eligible for recommendation by the College to the Pennsylvania Department of Education for state teacher certification. The College's recommendation and the successful completion of other requirements established by the state qualify graduates for an "Instructional I" certificate.

Selection, Advancement and Graduation Criteria

Admission into Pre-Education

Students admitted to the Pre-Education Program (freshman year) must meet the general admission requirements of the College. Admission to the Pre-Education Program does not guarantee advancement into the Teacher Education Program.

Advancement into the Professional Program
(Sophomore, Junior and Senior Years)

Application to the Teacher Education Program is made during the spring of a student's freshman year. Screening of applicants will occur at the end of the freshman year based upon the following criteria:

A. A GPA of 2.5 or above. Students who have between a 2.0 and 2.5 may be admitted conditionally if requirements below are met.

B. A score of "C" or better on the Education Qualifying Examination which is administered to all program applicants.

C. Satisfactory completion of a freshman field experience.

The Curricula

Majors, Specializations and Certifications

Elementary Education Major
Elementary Education Certification

D. Recommendation by at least one Teacher Education Program faculty member.
E. Successful completion of an interview conducted by the program director.
F. Medical documentation which indicates the absence of any mental or physical condition which might eventually disqualify the student as an applicant for state certification.
G. Participation in the Freshman Teacher Education Seminar.
H. Demonstration of adequate skills in reading, writing, and mathematics.
I. Participation in the College Misericordia Education Club.

Retention in the Program

Retention in the program is based upon the following criteria:

A. An overall GPA of 2.5 or better. Students who fall below a 2.5 will be placed on program probation.
B. Successful completion of a field experience each semester. Failure to do so will result in program probation.
C. Compliance with the Teacher Education Program Code of Ethics (See Teacher Education Program Handbook for details.)
D. A score of "C" or better on the Sophomore Teacher Education Program Retention Examination and on the Junior Teacher Education Program Retention Examination.
E. Completion of all courses required at each level before proceeding to the next level.
F. Demonstrated participation in the College Misericordia Education Club.

Student Teaching Requirements

Qualification for student teaching placements is based upon the following criteria.

A. A GPA of 2.5 or better.
B. Successful completion of a series of field experiences.
C. Recommendation by the Teacher Education faculty.
D. Successful completion of all courses required by the program.
E. Submitted documentation which indicates the absence of any mental or physical condition which might disqualify them as applicants for state certification.

Graduation Requirements

A. Students must meet all of the graduation requirements set by the College.
B. Students must score "C" or better on the Senior Teacher Education Program Exit Examination.

Certification Requirements

A. Students must submit an application for certification to the Pennsylvania Department of Education.
B. Students must meet all requirements set by the Pennsylvania Department of Education.

The Curricula

Majors, Specializations and Certifications

Elementary Education Major
Elementary Education Certification

SEQUENCE OF REQUIRED COURSES

FRESHMAN

EDU 100	Educational Foundations	3	EDU 708	Field Experience	0
EDU 101	Education Seminar	0	SED 100	Exceptional Children	3
ENG 103	Composition	3	HIS 104	United States Survey Since 1877	3
HIS 103	United States Survey to 1877	3	MTH	Mathematics Bank I	3
PHL 101	Contemporary Self-Images	3	PSY 275	Child and Adolescent Psychology	3
PSY 123	Introduction to Psychology	3	SOC 110	Anthropology	3
		15			15

SOPHOMORE

EDU 200	Educational Psychology	3	EDU 222	Language Arts Methods	1.5
EDU 220	Basic Methods	1.5	EDU 223	Social Studies Methods	1.5
EDU 221	Science Methods	1.5	EDU 224	Health Methods	3
EDU 260	Classroom Management	3	EDU 704	Field Experience	0
EDU 701	Field Experience	0	BIO 104	General Biology II	3
BIO 103	General Biology I	3	ENG 112	Speech	3
PHY 131	Physical Science	3	ENG 318	Study of Language	3
RLS	Core Elective	3	POL 100	American National Government	3
		18			18

JUNIOR

EDU 320	Reading Methods I	3	EDU 321	Reading Methods II	3
EDU 325	Art Methods	1	EDU 322	Math Methods	3
EDU 326	Music Methods	1	EDU 705		
ENG 327	School Law	1	/707	Field Experience	0
EDU 702	Field Experience	0	ENG 248	American Literature II	3
ENG 247	American Literature I	3	GEO 202	Cultural World Geography	3
GEO 201	Earth Science	3	MUS 230	Music Appreciation	3
MTH 115	Basic Statistics	3			
		15			15

SENIOR

EDU 323	Communication Disorders	3	EDU 400	Parents	3
EDU 369	Children's Literature	3	EDU 495	Student Teaching	9
EDU 380	Senior Seminar		EDU 499	Seminar	0
EDU 708	Field Experience	0	ART 161	Art Appreciation	3
PHL	Core Elective	3			
RLS	Core Elective	3			
	Free Elective	3			
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Elementary Education Major
Early Childhood Education Certification

Division of Professional Studies
Degree: B.S./Elementary Education
Program Director: Joesph Rogan

College Misericordia's Early Childhood Education program is designed to prepare teachers to work with preschool children, either as teachers or as operators of private preschool/nursery centers. The program builds upon the College's elementary education program.

All students who wish to major in elementary education with a certification in early childhood education must successfully complete the liberal arts core curriculum prescribed by the College. Additionally, students must successfully complete a series of professional studies courses, speciality area courses, field experiences, and teach for an entire semester.

Early Childhood Education Studies must also satisfactorily complete field experiences every semester from the second semester of the freshman year to the senior year. Field experience involves course-related observation and practicum assignments in community schools. All field experiences are arranged by the College. During the final semester students must successfully complete a 15-week student teaching assignment. Transportation to and from field experience and student teaching assignments is the responsibility of the student.

Students who successfully complete the Early Childhood Education program are eligible for recommendation by the College to the Pennsylvania Department of Education for *two* state teacher certifications, one in elementary education and one in early childhood education. The College's recommendation and the successful completion of other requirements established by the state, qualify graduates for "Instructional I" certificates in both areas.

Selection, Advancement and Graduation Criteria

Admission into Pre-Education

Students admitted to the Pre-Education Program (freshman year) must meet the general admission requirements of the College. Admission to the Pre-Education Program does not guarantee advancement into the Teacher Education Program.

Advancement into the Professional Program
(Sophomore, Junior and Senior Years)

Application to the Teacher Education Program is made during the spring of a student's freshman year. Screening of applicants will occur at the end of the freshman year based upon the following criteria:

A. A GPA of 2.5 or above. Students who have between a 2.0 and 2.5 may be admitted conditionally if requirements below are met
B. A score of "C" or better on the Education Qualifying Examination which is administered to all program applicants.
C. Satisfactory completion of a freshman field experience.
D. Recommendation by at least one Teacher Education Program faculty member.

The Curricula

Majors, Specializations and Certifications

Elementary Education Major
Early Childhood Education Certification

E. Successful completion of an interview conducted by the program director.

F. Medical documentation which indicates the absence of any mental or physical condition which might eventually disqualify the student as an applicant for state certification.

G. Participation in the Freshman Teacher Education Seminar.

H. Demonstration of adequate skills in reading, writing, and mathematics.

I. Participation in the College Misericordia Education Club.

Retention in the Program

Retention in the program is based upon the following criteria:

A. An overall GPA of 2.5 or better. Students who fall below a 2.5 will be placed on program probation.

B. Successful completion of a field experience each semester. Failure to do so will result in program probation.

C. Compliance with the Teacher Education Program Code of Ethics (See Teacher Education Program Handbook for details.)

D. A score of "C" or better on the Sophomore Teacher Education Program Retention Examination and on the Junior Teacher Education Program Retention Examination.

E. Completion of all courses required at each level before proceeding to the next level.

F. Demonstrated participation in the College Misericordia Education Club.

Student Teaching Requirements

Qualification for student teaching placements is based upon the following criteria.

A. A GPA of 2.5 or better.

B. Successful completion of a series of field experiences.

C. Recommendation by the Teacher Education faculty.

D. Successful completion of all courses required by the program.

E. Submitted documentation which indicates the absence of any mental or physical condition which might disqualify them as applicants for state certification.

Graduation Requirements

A. Students must meet all of the graduation requirements set by the College.

B. Students must score "C" or better on the Senior Teacher Education Program Exit Examination.

Certification Requirements

A. Students must submit an application for certification to the Pennsylvania Department of Education.

B. Students must meet all requirements set by the Pennsylvania Department of Education.

The Curricula

Majors, Specializations and Certifications

Elementary Education Major
Early Childhood Education Certification

SEQUENCE OF REQUIRED COURSES

FRESHMAN

EDU 100	Educational Foundations	3	EDU 708	Field Experience	0
EDU 101	Education Seminar	0	SED 100	Exceptional Children	3
ENG 103	Composition	3	HIS 104	United States Survey Since 1877	3
HIS 103	United States Survey to 1877	3	MTH	Mathematical Bank I	3
PHL 101	Contemporary Self-Images	3	PSY 275	Child and Adolescent Psychology	3
PSY 123	Introduction to Psychology	3	SOC 110	Anthropology	3
		15			15

SOPHOMORE

EDU 200	Educational Psychology	3	EDU 222	Language Arts Methods	1.5
EDU 220	Basic Methods	1.5	EDU 223	Social Studies Methods	1.5
EDU 221	Science Methods	1.5	EDU 224	Health Methods	3
EDU 260	Classroom Management	3	EDU 704	Field Experience	0
EDU 701	Field Experience	0	BIO 104	General Biology II	3
BIO 103	General Biology I	3	ENG 112	Speech	3
PHY 131	Physical Science	3	ENG 318	Study of Language	3
RLS	Core Elective	3	POL 100	American National Government	3
		18			18

JUNIOR

EDU 320	Reading Methods I	3	EDU 321	Reading Methods II	3
EDU 325	Art Methods	1	EDU 322	Math Methods	3
EDU 326	Music Methods	1	EDU 363	Early Childhood Methods	3
EDU 327	School Law	1	EDU 705 /707	Field Experience	0
EDU 362	Early Childhood Curriculum	3	ENG 248	American Literature II	3
EDU 702	Field Experience	0	GEO 202	Cultural World Geography	3
ENG 247	American Literature I	3	MUS 230	Music Appreciation	3
GEO 201	Earth Science	3			
MTH 115	Basic Statistics	3			
		18			18

SENIOR

EDU 323	Communication Disorders	3	EDU 400	Parents	3
EDU 369	Children's Literature	3	EDU 495	Student Teaching	9
EDU 380	Senior Seminar	0	EDU 499	Seminar	0
EDU 708	Field Experience	0	ART 161	Art Appreciation	3
PHL	Core Elective	3			
RLS	Core Elective	3			
	Free Elective	3			
		15			15

Total Required for Graduation: 132 credits

The Curricula

Majors, Specializations and Certifications

Special Education Major
Special Education Certification

Division of Professional Studies
Degree: B.S./Education
Program Director: Marianne S. Vitale

College Misericordia's major program in special education trains teachers to work with individuals who are mentally retarded, learning disabled, emotionally disturbed, physically handicapped, and multihandicapped between the ages of 3 and 21. The special education program is fully approved by the Pennsylvania Department of Education and leads to a valid teaching certificate honored in Pennsylvania and many other states.

All students who wish to major in special education must follow the core curriculum prescribed by College Misericordia. Additionally, students must complete a series of professional studies, speciality area courses, field experiences, and student teach for an entire semester.

All special education majors must satisfactorily complete a field experience every semester from the second semester of the freshman year to the first semester of the senior year. Field experiences involve course-related observation and practicum assignments in community schools. During one semester of the senior year students must complete a 15-week student teaching assignment. All field experiences and student teaching assignments are arranged by the College. Transportation to and from field experience is the student's responsibility.

Students who successfully complete the special education program are eligible for recommendation by the College to the Pennsylvania Department of Education for state teacher certification. The College's recommendation and the successful completion of other requirements established by the state qualify program graduates for an "Instructional I" certificate which is needed to teach mentally retarded, learning disabled, socially and emotionally disturbed, physically handicapped, and multihandicapped children in the public schools of Pennsylvania and in most other states.

Selection, Advancement and Graduation Criteria

Admission into Pre-Education

Students admitted to the Pre-Education Program (freshman year) must meet the general admission requirements of the College. Admission to the Pre-Education Program does not guarantee advancement into the Teacher Education Program.

Advancement into the Professional Program
(Sophomore, Junior and Senior Years)

Application to the Teacher Education Program is made during the spring of a student's freshman year. Screening of applicants will occur at the end of the freshman year based upon the following criteria:

A. A GPA of 2.5 or above. Students who have between a 2.0 and 2.5 may be admitted conditionally if requirements below are met.
B. A score of "C" or better on the Education Qualifying Examination which is administered to all program applicants.
C. Satisfactory completion of a freshman field experience.
D. Recommendation by at least one Teacher Education Program faculty member.

The Curricula

Majors, Specializations and Certifications

Special Education Major
Special Education Certification

E. Successful completion of an interview conducted by the program director.

F. Medical documentation which indicates the absence of any mental or physical condition which might eventually disqualify the student as an applicant for state certification.

G. Participation in the Freshman Teacher Education Seminar.

H. Demonstration of adequate skills in reading, writing, and mathematics.

I. Participation in the College Misericordia Education Club.

Retention in the Program

Retention in the program is based upon the following criteria:

A. An overall GPA of 2.5 or better. Students who fall below a 2.5 will be placed on program probation.

B. Successful completion of a field experience each semester. Failure to do so will result in program probation.

C. Compliance with the Teacher Education Program Code of Ethics (See Teacher Education Program Handbook for details.)

D. A score of "C" or better on the Sophomore Teacher Education Program Retention Examination and on the Junior Teacher Education Program Retention Examination.

E. Completion of all courses required at each level before proceeding to the next level.

F. Demonstrated participation in the College Misericordia Education Club.

Student Teaching Requirements

Qualification for student teaching placements is based upon the following criteria.

A. A GPA of 2.5 or better.

B. Successful completion of a series of field experiences.

C. Recommendation by the Teacher Education faculty.

D. Successful completion of all courses required by the program.

E. Submitted documentation which indicates the absence of any mental or physical condition which might disqualify them as applicants for state certification.

Graduation Requirements

A. Students must meet all of the graduation requirements set by the College.

B. Students must score "C" or better on the Senior Teacher Education Program Exit Examination.

Certification Requirements

A. Students must submit an application for certification to the Pennsylvania Department of Education.

B. Students must meet all requirements set by the Pennsylvania Department of Education.

The Curricula

Majors, Specializations and Certifications

Special Education Major
Special Education Certification

SEQUENCE OF REQUIRED COURSES

FRESHMAN

EDU 100	Educational Foundations	3	SED 100	Exceptional Children	3
EDU 101	Education Seminar	0	SED 706	Field Experience I	0
ENG 103	Composition	3	HIS 104	United States Survey Since 1877	3
HIS 103	United States Survey to 1877	3	MTH	Mathematics Bank I	3
PHL 101	Contemporary Self-Images	3	PSY 275	Child and Adolescent Psychology	3
PSY 123	Introduction to Psychology	3	SOC 110	Anthropology	3
		15			15

SOPHOMORE

SED 200	Policy and Procedures	3	SED 210	Motor Development	3
SED 244	Characteristics of the Handicapped I	3	SED 245	Educational Strategies for the Handicapped II	3
SED 260	Classroom Management	3	SED 702		
SED 701	Field Experience	0	/707	Field Experience	0
EDU 200	Educational Psychology	3	EDU 322	Math Methods	3
BIO 103	General Biology I	3	BIO 104	General Biology II	3
			ENG 112	Speech	3
			RLS	Core Elective	3
		15			18

JUNIOR

SED 344	Characteristics of the Handicapped II	3	SED 343	Diagnosis of Learning Problems	3
SED 703			SED 345	Educational Strategies	
/702	Field Experience	0		for Handicapped II	3
EDU 320	Reading Methods I	3	SED 704	Field Experience	0
ENG 247	American Literature I	3	EDU 323	Communication Disorders	3
MTH 115	Basic Statistics I	3	ENG 248	American Literature II	3
POL 100	American National Government	3		Free Elective	3
RLS	Core Elective	3			
		18			15

SENIOR

SED 372	Vocational Habilitation	3	SED 495	Student Teaching	9
SED 375	Issues for Special Education	3	SED 498	Seminar	0
SED 705	Field Experience	0	ART 161	Art Appreciation	3
EDU 369	Children's Literature	3	EDU 400	Parents	3
EDU 380	Senior Seminar	0			
MUS 230	Music Appreciation	3			
PHL	Core Elective	3			
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

English Major

Division of Humanities
Degree: B.A./English
Program Director: Ruth Kelly, RSM

The major in English assists students in acquiring a comprehensive knowledge of the English language and the literature produced in that language from the Anglo-Saxon times to the present.

The English curriculum emphasizes student progress from practice in writing to mastery of the technique of rhetoric. The program's goal is twofold: the articulation of ideas, based on trained critical judgment and expressed in clear prose; and the understanding of literary forms, centered particularly in the literature of Great Britain and America.

English majors must fulfill the College's Core Curriculum in addition to completing 30 credits in English.

Students who major in English or minor in Writing must participate in The Literary Club and in school publications.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

ENG 103	Composition	3	ENG 105	The Research Paper	3
ENG 221	Major British Writers I	3	ENG 112	Speech Communications	3
HIS	Core Elective	3	ENG 222	Major British Writers II	3
MTH	Mathematics Bank I	3	HIS	Core Elective	3
PSY 123	Introduction to Psychology	3	MTH	Mathematics Bank II	3
		15			15

SOPHOMORE

ENG 203	Advanced Expository Writing	3	ENG 267	Western World Literature II	3
ENG 266	Western World Literature I	3	ART 161	Art Appreciation	3
SCI	Core Elective	3	PHL 101	Contemporary Self-Images	3
SOC 110	Anthropology	3	POL 100	American National Government	3
	Free Elective	3	SCI	Core Elective	3
				Free Elective	3
		15			18

JUNIOR

ENG 247	American Literature I	3	ENG 248	American Literature II	3
ENG 350	Medieval and Renaissance Literature	3	ENG 318	Language Studies	3
			MUS 230	Music Appreciation	3
PHL 260	Practical Logic	3	PHL	Core Elective	3
RLS	Core Elective	3		Free Electives	6
	Free Elective	3			
		15			18

SENIOR

ENG 352	Nineteenth Century Literature	3	ENG 353	Twentieth Century Literature	3
			ENG 415	Selected Studies	3
HIS	Advanced Elective	3	HIS	Advanced Elective	3
RLS	Core Elective	3		Free Electives	6
	Free Electives	6			
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

General Studies Major

Degree: B.S. or B.A./General Studies
Program Director: Lee Williames

The general studies program at College Misericordia was created to provide the opportunity for students who have previous college credits in career oriented programs to earn a Bachelor's Degree through additional study at College Misericordia.

Professional course credits completed in prior study can be combined with additional credits and will qualify the candidate for the Bachelor's Degree. The degree obtained may be a Bachelor of Science or a Bachelor of Arts, each with a major in general studies, depending on the courses completed at College Misericordia. The degree may be earned by attending day and evening classes through the McAuley Weekend College for adults.

Individual programs of study are designed by the student with the assistance of the program director.

Total required for graduation: 120 credits

The Curricula

Majors, Specializations and Certifications

Gerontology
Certification

Division of Professional Studies
Program Director: Dennis Fisher

Gerontology is the study of aging, a normal process in the human lifespan. The rapid development and expansion of programs and services for elderly persons in America, and the anticipated increase in the number of persons living to old age, have escalated the demand for professionals trained to work in the field of aging.

The Gerontology program prepares graduates for positions in agencies and institutions which administer health and community-based services for the aged. Career opportunities exist in nursing homes, hospitals, senior citizen centers, area agencies on aging, nutrition programs, rehabilitation centers, social welfare agencies and other organizations. The program also enhances the knowledge and skills of individuals currently involved in the provision of such services.

The Gerontology certificate program is offered to students who are not pursuing a degree at College Misericordia. These individuals may take the Gerontology course of study by itself, or in conjunction with other continuing education courses.

College Misericordia also offers a minor in Gerontology for students pursuing related courses of study at the College.

COURSE SEQUENCE

GER 241	Introduction to Social Gerontology	3
GER 276	Psychology of Aging	3
GER 306	Health and Physiology of Aging	3
GER 375	Aging Policies and Programs	3
	One (1) course selected from:	
GER 304	Nutrition and Aging	(3)
GER 358	Counseling the Older Adult	(3)
GER 410	Adult Protective Services	(3)
GER 415	Literature and Aging	(3)
		15

The Curricula

Majors, Specializations and Certifications

History Major

Division of Humanities
Degree: B.A./History
Program Director: Donald Fries

Following a major course of study in history provides a student with a strong liberal arts background. The study of history can broaden a student's perspective of local, national and international issues. It fosters an understanding of the complexity of human motivation and action and provides a critical approach to looking at the past. College Misericordia's history program cultivates the ability to think, write and speak clearly and precisely with thoroughness and independence. The program is designed to develop a student's personal capability and desire for intellectual growth.

History majors must fulfill the College's core curriculum requirements in addition to completing 36 credits in history. Advanced history courses require six credits of core history courses as prerequisite.

Internships for history majors are assigned on the basis of availability. Students must achieve a grade of "C" or better in all major courses.

SEQUENCE OF REQUIRED COURSES

		FRESHMAN			
HIS 101	History of Western Civilization I	3	HIS 102	History of Western Civilization II	3
ENG 103	Composition	3	MTH	Mathematics Bank II	3
ENG 112	Speech Communications	3	PHL 101	Contemporary Self-Images	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15
		SOPHOMORE			
HIS 103	United States History to 1877	3	HIS 104	United States History Since 1877	3
HIS 307	History of Russia	3	HIS 310	History of England	3
ENG	Core Elective	3	ENG	Core Elective	3
POL 100	American National Government	3	GEO 202	Cultural World Geography	3
RLS	Core Elective	3	PHL	Core Elective	3
SOC 110	Anthropology	3			
		18			15
		JUNIOR			
HIS 305	Recent American Domestic History	3	HIS 311	History of Britain	3
HIS 308	History of Soviet Union	3	HIS 390	Junior Research Seminar	3
MUS 230	Music Appreciation	3	ART 161	Art Appreciation	3
	Free Electives	9	POL	Political Science Elective	3
		18		Free Elective	3
					15
		SENIOR			
HIS	Advanced History Elective	3	HIS	Advanced History Elective	3
ENG	Advanced English Elective	3	ENG	Advanced English Elective	3
RLS	Core Elective	3	SOC 221	Cultural Minorities	3
	Free Electives	6		Free Electives	6
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Liberal Studies Major

Division of Humanities
Degree: B.A. or B.S./Liberal Studies
Program Director: Lee Williames

Students who pursue a major in liberal studies may receive a Bachelor of Arts degree or a Bachelor of Science degree, depending on the selected area or theme of study. In either case, students must complete 120 credits.

The liberal studies major permits students to plan their studies around personal or professional goals. The program enables students to create their own "program" by selecting courses in general areas of interest such as: fine arts, social science, natural science or humanities, or by pursuing a specific theme of study designed by the student with an advisor. Some themes designed previously are: communications, public relations, Soviet studies, fine arts and the media, environmental science, writing, gerontology, personnel, and women's studies. The modes of study in the liberal studies program may be non-traditional or traditional.

Liberal studies majors work closely with an advisor throughout the design and implementation of their programs.

Students will receive a broad liberal arts education while focusing their study on social science, humanities, general science, fine arts, or a self-designed theme. They are further broadened by taking one minor drawn from the above or from other areas of study.

Thus the liberal studies student has a 30 credit major focus, a 15 credit minor focus, 54 credits of liberal arts core and 21 credits of free electives for a total 120 credits to graduate.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH	Mathematics Bank II	3
MTH	Mathematics Bank I	3	POL 100	American National Government	3
SCI	Core Elective	3	PSY 123	Introduction to Psychology	3
SOC 110	Anthropology	3	SCI	Core Elective	3
		15			15

SOPHOMORE

ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
MUS 230	Music Appreciation	3	ENG	Literature Core Elective	3
PHL 101	Contemporary Self-Images	3	PHL	Core Elective	3
RLS	Core Elective	3	RLS	Core Elective	3
	MAJOR Specialization	3		MAJOR Specialization	3
		15			15

JUNIOR

	MAJOR Specialization	6	MAJOR Specialization	6
	MINOR	3	MINOR	6
	Free Elective	6	Free Elective	3
		15		15

SENIOR

	MAJOR Specialization	6	MAJOR Specialization	6
	MINOR	3	MINOR	3
	Free Electives	6	Free Electives	6
		15		15

Total Required for Graduation: 120 credits

The Curricula

Majors, Specializations and Certifications

Mathematics Major

Division of Natural Sciences, Mathematics and Computer Science
Degree: B.S. or B.A./Mathematics
Program Director: Joseph Tomasovic

Mathematics has been called the "queen of the sciences." In recent years, the increased use of statistics and quantitative methods, and the computer revolution, have caused mathematics to pervade not only the physical sciences, but the life and social sciences as well. Mathematical techniques are widely used in research, in industry, manufacturing, commerce and government. Recognizing these broad applications, College Misericordia designed its major program in mathematics to expose students to both classical and contemporary areas.

The mathematics major prepares students for careers in business, industry or government, or for future study in graduate or professional school.

Students may choose to pursue either a B.S. or a B.A. degree in mathematics. The required mathematics courses for either degree are the same. Students who choose a B.A. must complete PHY 221-222; those choosing a B.S. must complete PHY-221-222 and *either* CHM 133-134 or BIO 101-102. *All students must complete CPS 101 and CPS 121.*

Students must fulfill the core curriculum requirements of the College in addition to the minimum of 40 credits of approved mathematics courses including a senior independent project in consultation with their advisor.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

MTH 151	Calculus I	3	MTH 152	Calculus II	3
CPS 101	Introduction to Programming: Pascal	3	CPS 121	Computer Programming	3
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MUS 230	Music Appreciation	3
PSY 123	Introduction to Psychology	3	POL 100	American National Government	3
		15			15

SOPHOMORE

MTH 225	Calculus III	4	*MTH 244	Set Theory and Logic	3
ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
PHY 221	General Physics I	4	ENG	Literature Core Elective	3
	Science Elective#	4	PHY	General Physics II	4
		15		Science Elective#	4
					17

JUNIOR

*MTH 241	Linear Algebra	3	*MTH 215	Mathematical Statistics	3
*MTH 363	Abstract Algebra I	3	*MTH 364	Abstract Algebra II	3
*PHL 101	Contemporary Self-Images	3	ENG 339	Technical Writing	3
SOC 110	Anthropology	3	PHL	Core Elective	3
	Free Elective	3		Free Elective	3
		15			15

SENIOR

*MTH 341	Principles of Analysis I	3	*MTH 342	Principles of Analysis II	3
MTH	Elective	3	MTH 480	Independent Study	3
RLS	Core Elective	3	MTH	Elective	3
	Free Electives	6	RLS	Core Elective	3
		15		Free Elective	1
					13

#Either BIO 101-102 or CHM 133-134 for B.S. Degree.

*Upper-division courses are offered on alternate years, so that a student's schedule may not follow this sequence exactly. For example, courses are shown in the senior year may be taken in the junior year and vice versa.

Total Required for Graduation: 120 credits

The Curricula

Majors, Specializations and Certifications

Mathematics/Computer Science Combined Major

Division of Natural Sciences, Mathematics and Computer Science
Degree: B.S./Mathematics and Computer Science
Program Director: Joseph Tomasovic

College Misericordia offers a double major in mathematics and computer science which leads to a Bachelor of Science degree. The program is designed for students with strong interest in each of these fields. The program is excellent for graduate study, and also provides a solid background for employment in the ever-growing fields of statistics and computer science.

The individual curricula for the mathematics and computer science majors are very similar. To obtain a double major, students must complete the requirements for the degree in computer science, and take five additional approved upper level mathematics courses.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

CPS 101	Introduction to Programming: Pascal	3	CPS 121	Computer Programming	3
MTH 151	Calculus I	3	MTH 152	Calculus II	3
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MUS 230	Music Appreciation	3
PSY 123	Introduction to Psychology	3	POL 100	American National Government	3
		15			15

SOPHOMORE

*CPS 231	Introduction to File Processing	4	*CPS 232	Data Structures & Algorithmic Analysis	3
MTH 225	Calculus III	4	*MTH 244	Set Theory & Logic	3
ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
PHY 221	General Physics I	4	ENG	Literature Core Elective	3
			PHY 222	General Physics II	4
		15			16

JUNIOR

*CPS 221	Introduction to Computer Systems	3	*CPS 222	Computer Organization	3
*CPS 331	Organization of Programming Languages	3	*CPS 412	Computers and Society	3
*MTH 241	Linear Algebra	3	*MTH 215	Mathematical Statistics	3
*MTH 363	Abstract Algebra I	3	*MTH 364	Abstract Algebra II	3
*PHL 101	Contemporary Self-Images	3	ENG 339	Technical Writing	3
SOC 110	Anthropology	3	PHL	Core Elective	3
		18			18

SENIOR

*CPS 321	Operating Systems & Computer Architecture	3	*CPS 432	Database Management Systems Design	3
*CPS 431	Software Design & Development	3	*MTH 342	Principles of Analysis II	3
*MTH 341	Principles of Analysis I	3	*MTH 421	Numerical Analysis	3
MTH	Elective	3	RLS	Core Elective	3
RLS	Core Elective	3		Independent Study	3
	Free Elective	3			
		18			15

*Upper division courses are offered in alternate years, so that a student's schedule may not follow this sequence exactly. For example, courses shown in the senior year may be taken in the junior year and vice versa.

Total Required for Graduation: 130 credits

The Curricula

Majors, Specializations and Certifications

Medical Technology
Major

Division of Allied Health Professions
Degree: B.S./Medical Technology
Program Director: Stanley Knapich

Through its affiliation with hospital schools of Medical Technology, College Misericordia's Medical Technology program enables students to complete the requirements for a Bachelor of Science degree in four years.

Medical Technology majors should apply for acceptance to an affiliated hospital program at the end of their fourth semester at College Misericordia. Admission to a hospital school of Medical Technology for the fourth year of study is not guaranteed. If a student is not admitted to such a program, the curriculum is arranged so that the student completes a four-year biology program at Misericordia.

Following the hospital program, the student is eligible to sit for the certification examinations offered by the Board of Registry of Medical Technologists and the National Accrediting Agency for Medical Laboratory Personnel.

The Medical Technology program does not award credit for past hospital training.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BIO 101	Botany & Introductory Biological Principles	4	MED 100	Introduction to Medical Technology	1
CHM 133	Chemical Principles I	4	BIO 102	General Zoology	4
ENG 103	Composition	3	CHM 134	Chemical Principles II	4
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
		17			15

SOPHOMORE

BIO 251	Comparative Anatomy & Histotechnique I	4	BIO 252	Comparative Anatomy & Histotechnique II	4
CHM 243	Organic Chemistry I	4	CHM 244	Organic Chemistry II	4
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
MUS 230	Music Appreciation	3	SOC 110	Anthropology	3
		14			14

JUNIOR

CHM 353	Biochemistry	3	BIO 243	General Microbiology	4
MTH 115	Basic Statistics	3	BIO 346	General Physiology	4
PHL 101	Contemporary Self-Images	3	BIO 360	Immunology	1
POL 101	American National Government	3	ART 161	Art Appreciation	3
			PHL	Core Elective	3
RLS	Core Elective	3	RLS	Core Elective	3
	Free Elective	3			
		18			18

SENIOR

MED 400	Clinical Microbiology	8	MED 402	Clinical Hematology/ Coagulation	5
MED 401	Clinical Chemistry	7	MED 403	Clinical Immunohematology	4
			MED 404	Clinical Immunology/ Serology	4
			MED 405	Clinical Seminar	2
		15			15

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Medical Technology Clinical Associates

Divine Providence Hospital
Williamsport, PA
Loretta A. Moffatt, M.T., A.S.C.P.
Program Director
Galal Ahmed, M.D., Pathologist
Medical Director

Lancaster General Hospital
Lancaster, PA
Nadine F. Gladfelter, M.T., A.S.C.P.
Program Director
Gerald R. Fahs, M.D.
Medical Director

Polyclinic Medical Center of Harrisburg
Harrisburg, PA
Margaret Black, M.T., A.S.C.P.
Education Cooridinator
Julian W. Potok, M.D.
Program Director

Robert Packer Hospital
Sayre, PA
James L. Bender, M.S., C.L.S.
Program Director
Donald R. Weaver, M.D.
Medical Director

Sacred Heart Hospital
Allentown, PA
Sandra Neiman, M.T., A.S.C.P.
Education Coordinator
Dr. Kostelnik, M.D.
Medical Director

Scranton Medical Technology Consortium
Scranton, PA
Mary Gene Butler, M.S., M.T., A.S.C.P.
Program Director
Thomas DiSilvio, M.D.
Medical Director

Wilkes-Barre General Hospital
Wilkes-Barre, PA
Helen Ruane, M.T., A.S.C.P.
Educational Coordinator
C. Warren Koehl, M.D.
Medical Director

The Curricula

Majors, Specializations and Certifications

Music Education Major

Division of Fine Arts
Degree: B.M./Music Education
Program Director: Mary Carmel McGarigle, RSM

College Misericordia's program in music education prepares graduates to teach in today's public schools in accordance with artistic standards and current, creative teaching methods. The curriculum is designed primarily for those who wish to qualify for teaching, and leads to a Bachelor of Music degree as well as a Pennsylvania certificate in music education. The field experiences required by the program begin during the freshman year, and involve observation or practicum assignments in community schools. Field experiences are arranged by the director of field experiences. Some students elect to pursue a double major in music education and music therapy.

In addition to meeting the College's general admission requirements, music education majors must successfully audition in their major performance area. A theory test is given at the time of audition. A senior recital is a requirement of the music education program.

Admission to Program

To be admitted to the program a student must meet the following criteria at the end of the freshman year:

A. A GPA of 2.5 or above. Students with a GPA between 2.0 and 2.5 may be admitted to the program conditionally if requirements are met.
B. Recommendation by at least one Music Program faculty member.
C. Satisfactory completion of one semester of field experience.
D. Active participation in the Music Education Club.
E. Successful completion of an interview with a member of the Education faculty.
F. Performance in a public recital during the second semester of freshman year (or first semester if recommended by the applied music teacher).
G. Performance on major and minor instruments before a faculty committee at the end of each semester.
H. Participation in College Chorus.

The Curricula

Majors, Specializations and Certifications

Music Education Major

Division of Fine Arts
Degree: B.M./Music Education
Program Director: Mary Carmel McGarigle, RSM

Retention In The Program

Retention in the program during the sophomore, junior and senior years is based upon the following criteria:

A. An overall GPA of 2.5 or better in the core curriculum as well as in music courses. Students who fall below 2.5 will be placed on program probation.
B. Successful completion of a field experience each semester.
C. Active participation in the Music Education Club.
D. Performance in a public recital on a major instrument each semester.
E. Performance on a major and minor instrument before a faculty committee at the end of each semester.
F. Participation in College Chorus.
G. First semester of senior year:
   1. A score of C or better in a Music Qualifying Examination.
   2. Presentation of a senior recital.

Student Teaching Requirements

Qualification for student teaching placement is based upon the following criteria:

A. A GPA of 2.5 or better in both core and music courses.
B. Successful completion of required field experiences.
C. Recommendation for teaching by the Music Program Director as well as by another faculty member.
D. Completion of all required forms for student teaching.
E. Successful completion of all courses required by the program.
F. Submitted documentation which indicates the absence of any mental or physical condition which might disqualify the student as applicant for state certification.

Graduation Requirements

A. Students must meet all graduation requirements set by the college.
B. Students must successfully complete keyboard proficiency.
C. Students must present a senior recital.

Certification Requirements

A. Students must successfully complete 15 weeks of student teaching experience on at least two (2) grade levels.
B. Students must submit an application for Certification to the Pennsylvania Department of Education.
C. Students must successfully complete the Teacher Education Test.

The Curricula

Majors, Specializations and Certifications

Music Education Major

Division of Fine Arts
Degree: B.M./Music Education
Program Director: Mary Carmel McGarigle, RSM

SEQUENCE OF REQUIRED COURSES

FRESHMAN

MUS 010	Theory I A	2	MUS 030	Theory II A	2
MUS 020	Theory I B	2	MUS 040	Theory II B	2
MUS 111	Voice Class	1	MUS 207	Percussion Class	1
MUS	Applied Music	2	MUS	Applied Music	2
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH	Mathematics Bank II	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
		16			16

SOPHOMORE

MUS 050	Theory III A	2	MUS 070	Theory IV A	2
MUS 060	Theory III B	2	MUS 080	Theory IV B	2
MUS 205	Survey of Music History I	3	MUS 206	Survey of Music History II	3
MUS 211	Wind Instrument Class	1	MUS 212	Wind Instrument Class II	1
MUS	Applied Music	2	MUS	Applied Music	2
EDU 100	Educational Foundations	3	EDU 200	Educational Psychology	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
		16			16

JUNIOR

MUS 105	String Instrument Class I	1	MUS 106	String Instrument Class II	1
MUS 282	Laboratory Band I	.5	MUS 107	Dance I	1
MUS 327	Conducting	2	MUS 283	Laboratory Band II	.5
MUS 363	Music Education I	3	MUS 364	Music Education II	3
MUS	Applied Music	2	MUS 370	Instrument Music Methods	2
CPS 100	Introduction to Programming: BASIC	3	MUS 412	Orchestration	2
			MUS	Applied Music	2
PHL 101	Contemporary Self-Images	3	RLS	Core Elective	3
SCI	Core Elective	3	SCI	Core Elective	3
		17.5			17.5

SENIOR

MUS	Applied Music	2	MUS 317	Twentieth Century Trends	2
ART 161	Art Appreciation	3	MUS	Applied Music	2
EDU 380	Senior Seminar	0	PHL	Philosophy Core	3
EDU 495	Student Teaching	9	POL 100	American National Government	3
EDU 498	Seminar	0	RLS	Core Elective	3
			SOC 110	Anthropology	3
				Free Elective	3
		14			19

All students are required to participate in College Chorus (MUS 601) each semester.

Total Required for Graduation: 132 credits

The Curricula

Majors, Specializations and Certifications

Music Therapy Major

Division of Fine Arts
Degree: B.M./Music Therapy
Program Director: Diane Tupper

The music therapy program provides students with a liberal arts background as well as clinical practicum experience in music therapy. Students work with the aged, exceptional children, retarded adults and the mentally ill.

Requirements for graduation include six semesters or 120 client contact hours under supervision, and a senior recital or research project.

Beginning in the sophomore year, students must provide their own transportation to the clinical practicum. With the approval of the program director, transfer music therapy students may acquire 40 of the required 120 clients contact hours during summers and holidays.

After the senior year, to be eligible for registration status, students must pass a national music therapy test and successfully complete a six-month internship at a facility approved by the National Association for Music Therapy.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

MUS 010	Theory I A	2	MUS 030	Theory II A	2
MUS 020	Theory I B	2	MUS 040	Theory II B	2
MUS 111	Voice Class	1	MUS 160	Therapy Seminar	1
MUS	Applied Music	2	MUS	Applied Music	2
ENG 103	English Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH	Mathematics Bank II	3
MTH	Mathematics Bank I	3	PSY 123	Introduction to Psychology	3
		16			16

SOPHOMORE

MUS 050	Theory III A	2	MUS 070	Theory IV A	2
MUS 060	Theory III B	2	MUS 080	Theory IV B	2
MUS 205	Survey of Music History I	3	MUS 206	Survey of Music History II	3
MUS 208	Orientation to Therapy	2	MUS 253	Music Therapy Techniques	2
MUS 380	Clinical Practicum	1	MUS 380	Clinical Practicum	1
MUS	Applied Music	2	MUS	Applied Music	2
PHL 101	Contemporary Self-Images	3	PHL 225	Medical Ethics	3
RLS	Core Elective	3	SED 100	Exceptional Children	3
		18			18

JUNIOR

MUS 159	Guitar Class	1	MUS 106	Dance I	1
MUS 211	Wind Instrument Class I	1	MUS 207	Percussion Class	1
MUS 352	Influence of Music on Behavior	3	MUS 212	Wind Instrument Class II	1
			MUS 251	Music in Therapy	3
MUS 380	Clinical Practicum	1	MUS 380	Clinical Practicum	1
MUS	Applied Music	2	MUS 412	Orchestration	2
BIO 103	General Biology I	3	MUS	Applied Music	2
RLS	Core Elective	3	BIO 104	General Biology II	3
SOC 110	Anthropology	3	PSY 430	Maladaptive Behavior	3
		17			17

SENIOR

MUS 105	String Instrument Class	1	MUS 283	Lab Band	.5
MUS 282	Lab Band	.5	MUS 317	Twentieth Century Music	2
MUS 327	Conducting	2	MUS 380	Clinical Practicum	1
MUS 380	Clinical Practicum	1	MUS 454	Psychology of Music II	2
MUS 453	Psychology of Music I	2	MUS	Applied Music	2
MUS	Applied Music	2	ART 161	Art Appreciation	3
ENG	Literature Core Elective	3	BIO 205	Anatomy and Physiology	3
POL 100	American National Government	3	ENG	Literature Core Elective	3
	Free Elective	3			
		17.5			16.5

All students are required to participate in College Chorus (MUS 601) each semester.

Total Required for Graduation: 136 credits

The Curricula

Majors, Specializations and Certifications

Nursing
Major
Division of Nursing
Degree: B.S./Nursing
Program Director:
Sheila Pringle

PHILOSOPHY
College Misericordia's nursing faculty is concerned with the worth and dignity of the total person. The Division of Nursing strives for a holistic view of each human being, taking into account physical structure, mind, spirit, and both the physical and social environment in which one lives. Persons are perceived within the context of a family unit, a unit which maintains the stability of society while it provides the flexibility necessary for the individual growth of all its members.

It is the Nursing Department's philosophy that health and illness are intricately related in the dynamics of wellness. It is believed that the level of wellness attained by an individual is directly related to and influenced by the family's and the community's level of wellness. The nursing faculty believes that a person has a right to that level of wellness which enables the maximization of potential as an individual, as a family member and as a community leader.

The practice of professional nursing is an essential service which assists in the prevention of illness and the promotion, maintenance and restoration of wellness. The professional nurse accepts the responsibility for obtaining the knowledge and skills necessary to reach that goal.

The nursing student at College Misericordia is prepared to be a generalist who with other professional and allied health personnel can provide health care services to persons, families and community groups in a variety of settings. The nursing program at Misericordia educates the beginning professional nurse to provide vital, effective nursing services in a total health care system.

The nursing process draws upon intellectual, interpersonal and technical skills. The nursing program provides for the development of these skills through a curriculum which includes a strong liberal arts background as well as theoretical and practical nursing training. Students learn to assess, plan, implement and evaluate health and nursing care services. The nursing program provides a sound base for graduate study.

POLICIES
In addition to the general policies of College Misericordia, the following regulations apply to students in the Division of Nursing:

Off-Campus Student Employment
It is the policy of the Division of Nursing that students carrying 12 credit hours cannot commit themselves to more than 24 hours a week in off-campus positions. Full-time nursing students who wish to work part-time should discuss their plans with their faculty nursing advisor.
When students are employed in a health agency, they may not perform the functions of a professional or practical nurse.

The Curricula

Major Certification

Nursing
Major

Academic Advisement
Faculty members assist students in planning their academic schedule each semester. Faculty advisors are available to provide individual counseling and advisement as needs arise.

Absences
Students are expected to attend classes and clinical practica. Absences from clinical practica are permitted only in unusual circumstances. Time lost from clinical practica must be made up.

Transportation
Students are responsible for their own transportation to and from clinical agencies. Each student is required to have an automobile for Community Health Nursing. Area health agencies cooperating with the nursing program include: Community Medical Center, Scranton; Friendship House, Scranton; Meadows Nursing Center, Dallas; Mercy Hospital, Scranton; Mercy Hospital, Wilkes-Barre; Nesbitt Memorial Hospital, Kingston; Pennsylvania Department of Health, Luzerne and Lackawanna Counties; Tyler Memorial Hospital, Tunkhannock; Veteran's Administration Medical Center, Wilkes-Barre, and others.

Special Expenses
In addition to the College tuition and fees, expenses for the nursing program include: nursing uniforms, laboratory and nursing fees, liability insurance, National League for Nursing Achievement and/or other assessment tests, State Board of Nursing Licensure and Examination, and the nursing pin. Although not required, students are urged to join the Student Nurse Association of Pennsylvania.

Insurance Liability and CPR Certification
Liability insurance and CPR certification are required prior to enrolling in any nursing course.

Physical Examinations
Annual physical examinations are required for admission to nursing courses, and records of the examinations must be on file in the Student Health Services office by July 1 of each academic year. Health requirements specified by the Division of Nursing must be fulfilled.

The Curricula

Majors, Specializations and Certifications

Nursing
Major

Selection, Advancement and Graduation Criteria

Admission into Pre-Nursing

Students admitted to the Pre-Nursing Program (freshman year) must meet the general admission requirements of College Misericordia. Applicants must have completed one year each of chemistry, biology, and math (including a semester of algebra) in high school, achieving at least a grade of "C" in each course. Admission to the Pre-Nursing Program does not guarantee advancement into the professional nursing program.

Advancement into the Professional Program
(Sophomore, Junior and Senior Years)

Application to the professional nursing major is made during the freshman year. Eighty (80) seats are available at the sophomore level. Screening of eligible applicants will occur at the end of the first semester, freshman year and again at the end of second semester, freshman year based upon the following criteria:

A. A minimum GPA of 2.5; transfer students must also demonstrate a 2.5 GPA to be eligible for advancement. Students with GPA's of 2.0 to 2.5 may be accepted conditionally if space if available.

B. A score at or above the 40th percentile on the National League for Nursing pre-admission test administered at the end of the first semester of freshman year.

C. Documented participation in Nursing Division activities and/or College Misericordia's nursing organization.

D. At least 30 hours of documented service in a health care setting. References required.

E. Submission of medical documentation which confirms students' ability to successfully fulfill all program requirements, mentally and physically.

Admission to the nursing major will be preferential based on seats available.

The Curricula

Majors, Specializations and Certifications

Nursing
Major

Retention in a Nursing Major

Retention in the program is based upon the following criteria:

A. Maintenance of an overall GPA of 2.5 each semester.

B. Successful achievement of a score at or above the 40th percentile in National League for Nursing achievement tests following each year of professional study.

C. Compliance with the Nursing Student Code of Ethics (see Division of Nursing Student Handbook for details).

D. The sequential nature of the major dictates that all specified prerequisites in the major be successfully completed before proceeding to the next semester.

Failure to meet one or more of these criteria may result in the student's dismissal from the program. Appeal policies appear in the *Division of Nursing Student Handbook*.

Graduation Requirements

A. Students must meet all of the graduation requirements established by College Misericordia and the Division of Nursing.

B. Students must successfully attain a score at or above the 40th percentile in a major specific competency examination.

The Curricula

Majors, Specializations and Certifications

Nursing

Major

(Freshman Year — Pre-Nursing)
(Sophomore, Junior, Senior Years — Professional Program)

SEQUENCE OF REQUIRED COURSES

FRESHMAN

CHM 104	General Chemistry II	3	CHM 203	Introduction to Organic Chemistry	4
CPS 100	Introduction to Computing: BASIC	3	#F&N 241	Fundamentals of Nutrition	3
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH	Mathematics Bank II	3
*PSY 123	Introduction to Psychology	3	*SOC 110	Anthropology	3
		15			16

SOPHOMORE

NSG 279	Introduction to Concepts of Nursing Process	4	NSG 280	Human Needs Assessment of the Individual	4
ART 161	Art Appreciation	3	BIO 212	Anatomy and Physiology	4
BIO 211	Anatomy and Physiology	4	MUS 230	Music Appreciation	3
*BIO 227	Bacteriology	4	PHL 101	Contemporary Self-Images	3
#POL 100	American National Government	3	*SOC 321	The Family	3
		18			17

JUNIOR

*NSG 381	Family Centered Adult Health	10	*NSG 382	Family Centered Parent/ Child Health	10
*NSG 390	Nursing Research	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	*RLS	Core Elective	3
		16			16

SENIOR

*NSG 481	Community Health — Mental Health Nursing	10	*NSG	Nursing Leadership and Management	8
*NSG 490	Issues and Trends in Nursing and Health Care System	3	PHL	Core Elective	3
			RLS	Core Elective	3
	Free Elective	3		Free Elective	3
		16			17

*Course may be taken fall or spring semester.
#Course may be taken spring of freshman year or fall of sophomore year.

Total Required for Graduation: 131 credits

The Curricula

Majors, Specializations and Certifications

Occupational Therapy Major

Division of Allied Health Professions
Degree: B.S./Occupational Therapy
Program Director: Jack Kasar

College Misericordia's program in Occupational Therapy provides students with knowledge, skills and techniques necessary to assume entry level positions as registered occupational therapists. The current classroom, laboratory and clinical course of study meets or exceeds the requirements of an accredited educational program for occupational therapists as established by the American Occupational Therapy Association.

The primary responsibility of the occupational therapist is to help the disabled and disadvantaged achieve a maximum level of independent functioning in self-care, work and leisure occupations. Occupational Therapy graduates are readily employed in clinics, hospitals, home health agencies, rehabilitation centers, mental retardation centers, schools, nursing homes, well baby clinics, psychiatric centers, and other related human service agencies. The College's program is associated with more than 100 hospitals nationwide which provide comprehensive clinical options for Occupational Therapy students.

College Misericordia's program in Occupational Therapy is solidly based in the liberal arts and sciences and the traditional philosophical concepts that guide the profession. The program supports the belief that human beings are intrinsically motivated to fulfill their basic needs through purposeful occupation. Occupation, as it is translated into self care, work and play/leisure, provides the foundation for growth, development and adaptation throughout the lifespan. The program adheres closely to the belief that purposeful occupation and its effectiveness in promoting growth, change and adaptation, makes Occupational Therapy unique among health care professions.

The Occupational Therapy program is fully accredited by the Committee on Allied Health Education Accreditation of the American Medical Association in collaboration with the Accreditation Committee of the American Occupational Therapy Association. Graduates of the program are eligible to sit for the national certification examination administered by the American Occupational Therapy Association to become registered occupational therapists. Currently this examination is recognized by those states requiring licensure for occupational therapists.

POLICIES

In addition to the general policies of College Misericordia, the following regulations apply to Occupational Therapy majors:

Fieldwork

Students are responsible for their transportation and travel costs to and from assigned practicum and fieldwork centers. Such assignments begin in the sophomore year and continue throughout the program. Students should expect to pay room and board expenses during the senior year fieldwork assignments in the event that the affiliated hospital or clinic does not cover such expenses.

The Curricula

Majors, Specializations and Certifications

Occupational Therapy
Major

Related Expenses

Additional expenses for OT students normally include laboratory fees, uniforms, name pins, school patches, malpractice liability insurance and registration examination fee. Although not required, students are urged to join the American Occupational Therapy Association and the Pennsylvania Occupational Therapy Association at the reduced student rate.

Selection, Advancement and Graduation Criteria

(Effective with Freshman Class admitted Fall, 1985 and those thereafter.) These policies do *not* apply to the classes of 1988 or 1987.

Admission into Pre-Occupational Therapy

Students admitted into Pre-Occupational Therapy (freshman year) must meet the general admission requirements of College Misericordia. Applicants must have one year of high school chemistry and one year of biology with grades of "C" or better. Admission to Pre-OT does not guarantee advancement into the professional OT Program. (sophomore, junior, senior year).

Advancement into the Professional Program
(Sophomore, Junior and Senior Years)

Forty (40) seats are available at the sophomore level. Students will be ranked at mid-semester in the spring of their freshman year, based upon the following criteria:

A. A minimum 2.5 GPA; transfers must also demonstrate a 2.5 GPA to be eligible for advancement. Students with GPA's of 2.0 to 2.5 may be accepted conditionally if space is available.

B. Attendance in OT 101/102 Seminar.

C. Documented participation in College Misericordia Student OT Association and related program activities.

D. At least 30 hours of documented service in a health care setting. References required.

E. A personal interview with the Occupational Therapy Student Selection and Retention Committee.

F. Submission of medical documentation which confirms students' ability to successfully fulfill all program requirements, mentally and physically.

The Curricula

Majors, Specializations and Certifications

Occupational Therapy
Major

Retention in the Program

Retention in the program is based upon the following criteria:

A. Maintenance of a 2.5 overall GPA each semester.

B. Successful completion of the OT Comprehensive Examination administered at the end of the sophomore year, junior year and fall semester senior year with a score of 74% or better.

C. Compliance with the Occupational Therapy Student Code of Ethics (see *OT Student Handbook* for details).

D. The sequential nature of the major dictates that all specified prerequisites in the major be successfully completed before proceeding to the next semester.

Failure to meet one or more of these criteria will result in the student's dismissal from the program. Appeal policies appear in the *OT Student Handbook*.

Graduation Requirements

A. Students must meet all of the graduation requirements established by College Misericordia.

B. Students must complete all required Comprehensive Examinations with a score of 74% or better.

COTA (Certified OT Assistant) Transfers

COTA's who possess the AS/AAS degree and two years of experience may apply for entry at the junior level as a Teaching Assistant. A limited number of spaces will be available each year. Selection is based upon overall GPA, years of experience as a COTA, demonstrated teaching ability and a personal interview with the OT Student Selection and Retention Committee. Interested COTA's should contact the OT office directly for application information.

Transfers

Normally, transfers are not accepted into the OT Program at College Misericordia. Transfers are encouraged to explore programs that admit students at the junior level. Contact the Program Director for further information.

The Curricula

Majors, Specializations and Certifications

Occupational Therapy

Major

(Freshman Year — Pre-occupational Therapy)
(Sophomore, Junior, Senior Years — Professional Program)

SEQUENCE OF REQUIRED COURSES

FRESHMAN

OT 101	OT Seminar	0	OT 102	OT Seminar	0
BIO 103	General Biology I	3	BIO 104	General Biology II	3
ENG 103	Composition	3	GER 241	Introduction to Gerontology	3
HIS	Core Elective	3		**or**	
MTH	Mathematics Bank I	3	PSY 276	Psychology of Aging	
PSY 123	Introduction to Psychology	3	HIS	Core Elective	3
			POL 100	American National Government	3
			SOC 110	Anthropology	3
		15			15

SOPHOMORE

OT 203	Human Development and Occupational Performance	3	OT 204	History, Philosophy & Functions	3
OT 209	Occupational Processes and Analysis I	2	OT 210	Occupational Processes and Analysis II	2
OT 217	Concepts of Wellness	3	BIO 212	Anatomy & Physiology	4
BIO 211	Anatomy & Physiology	4	PSY 232	Research Methods	3
MTH 115	Basic Statistics I	3	RLS	Core Elective	3
PHY 107	Introduction to Physics I	3			
		18			15

JUNIOR

OT 301	OT Intervention I	4	OT 302	OT Intervention II	4
OT 311	Functional Human Anatomy	3	OT 312	Functional Neuroanatomy	3
OT 317	Practicum I	1	OT 318	Practicum II	1
ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
MUS 230	Music Appreciation	3	ENG	Literature Core Elective	3
PSY 430	Abnormal Psychology	3	PHL 101	Contemporary Self-Images	3
		17			17

SENIOR

OT 401	OT Intervention III	4	OT 440	Fieldwork in Psycho-social Rehabilitation	6
OT 415	Practicum III	1			
OT 419	Administration & Supervision	2	OT 444	Fieldwork in Physical-social Rehabilitation	6
PHL	Core Elective	3	OT 446	Special Interest Fieldwork	(2-3)
RLS	Core Elective	3			
	Free Elective	3			
		16			12

Total Required for Graduation: 125 credits

The Curricula

Occupational Therapy Clinical Associates

CALIFORNIA
Veterans Administration Medical Center
San Diego, California
Patricia Gerko, OTR

COLORADO
Wheat Ridge Regional Center
Wheat Ridge, Colorado
Sandy Vizina, OTR

CONNECTICUT
Gaylord Hospital
Wallingford, Connecticut
Carolyn Morrone, OTR/L

DELAWARE
Alfred I. DuPont Institute
Wilmington, Delaware
Cheryl Ann Demo, MOT, OTR

Eugene DuPont Memorial Hospital
Wilmington, Delaware
Cynthia O'Neill, OTR

John G. Leach School
New Castle, Delaware
May Yokoyama, OTR

DISTRICT OF COLUMBIA
Greater Southeast Community Hospital
Washington, District of Columbia
Sharon Reitz, OTR

FLORIDA
Delray Community Hospital
Delray Beach, Florida
Mary Majka, OTR

Forty Fifth Street Mental Health Center
West Palm Beach, Florida
Karen Knowles, OTR/L

Lake Hospital
Lakeworth, Florida
Pam Patton, OTR/L

ILLINOIS
Mercy Hospital and Medical Center
Chicago, Illinois
Barbara Townsend, OTR

KANSAS
Bethany Medical Center
Kansas City, Kansas
David Blodgett, MA, OTR

KENTUCKY
Frazier Rehabilitation Center
Louisville, Kentucky
Karen Wagner, OTR

MASSACHUSETTS
The Human Resource Institute
Brookline, Massachusetts

New England Medical Center
Boston, Massachusetts
Cheryl Walsh, OTR

Spaulding Rehabilitation Hospital
Boston, Massachusetts
Virginia Morgan, OTR

Veterans Administration Medical Center
Northampton, Massachusetts
Sheryl Janke, OTR

MICHIGAN
Lafayette Clinic
Detroit, Michigan
Mary Kay Currie, OTR

The Rehabilitation Institute
Detroit, Michigan
Laura Miller, OTR

MONTANA
Montana Deaconess Medical Center
Great Falls, Montana

NEW JERSEY
Betty Bacharach Rehabilitation Hospital
Pomona, New Jersey
Sharon Grunow, OTR

The Curricula

Occupational Therapy Clinical Associates

NEW JERSEY

The Children's Seashore House
Atlantic City, New Jersey
Diane DeMaio, MA, OTR

Children's Specialized Hospital
Westfield-Mountainside, New Jersey
Claire Daffner, MA, OTR, FAOTA

Garden State Rehabilitation Hospital
Toms River, New Jersey
Julie Metcalf, OTR

John F. Kennedy Medical Center
Edison, New Jersey
June Leo-Randazzo, OTR

Kessler Institute for Rehabilitation
West Orange, New Jersey
Claude Coopersmith-Lundgren, OTR

Marlboro Psychiatric Hospital
Marlboro, New Jersey
Joan Tucker, OTR

Overlook Hospital
Summit, New Jersey
Kathleen Seltzer, OTR
Joyce Ferfecki, OTR

Rehabilitation Center for the Handicapped
Morris Plains, New Jersey
Loreen Tucker, OTR/L

St. Barnabas Medical Center
Livingston, New Jersey
Christiane Khoury, OTR

St. Lawrence Rehabilitation Center
Lawrenceville, New Jersey
Joan Manley, OTR

Somerset Medical Center
Somerville, New Jersey
Alison Schofield, OTR

Trenton Psychiatric Hospital
West Trenton, New Jersey
Marie L. Peterson, OTR

Welkind Neurological Hospital
Chester, New Jersey
Kate Nobel, OTR

NEW YORK

Brooklyn Developmental Center
Brooklyn, New York
Miriam Kothencz, OTR

Churchill School for Learning Disabilities
New York, New York
Nancy Carroll, OTR

Downstate Medical Center
Brooklyn, New York
Toni Hanna, OTR

Elizabeth A. Horton Memorial Hospital
Middletown, New York
Jane Cassatta, OTR

Handicapped Children's Association of Southern New York
Johnson City, New York
Julianne Keller, OTR

Helen Hayes Hospital
West Haverstraw, New York
Terry Berg, OTR

Hospital of the Albert Einstein College of Medicine
Bronx, New York
Janet Bedney, OTR/L, MPH

J.N. Adam Developmental Center
Perrysburg, New York
Margaret Stratton, OTR

Long Island Jewish Hillside Medical Center
New Hyde Park, New York
Mary Donahue, OTR, Ph.D.

Mount Sinai Medical Center
New York, New York
Robyn Abramson, MA, OTR

Rehabilitation Services
Binghamton, New York
Dittie Joe McElwain, OTR/L

St. Joseph's Medical Center
Yonker, New York
Deborah S. Scott, OTR

Veterans Administration Medical Center
Bronx, New York
Enid Weissman, OTR

The Curricula

Occupational Therapy Clinical Associates

NEW YORK

Wassaic Developmental Center
Wassaic, New York
Deborah Shaffer, OTR

Wilson Memorial Hospital
Johnson City, New York
Judy Crosby, OTR

OHIO

Ohio State University Hospital
Columbus, Ohio
Joyce M. Rosenberger, OTR/L

Ohio State University
The Nisonger Center
Columbus, Ohio
Carolyn Patterson, MS, OTR/L

PENNSYLVANIA

Abington Memorial Hospital
Abington, Pennsylvania
Susan Hammond, OTR/L

Albert Einstein Medical Center
Philadelphia, Pennsylvania
Cynthia Kwasniewski, OTR/L

Allentown State Hospital
Allentown, Pennsylvania
Gregory Boyer,OTR/L

Allied Services for the Handicapped
Scranton, Pennsylvania
Judith Doss, OTR/L

Altoona Hospital Community Mental Health Center
Altoona, Pennsylvania
Margery Button, OTR/L

Beaver County Community Mental Health Center
Rochester, Pennsylvania
Dorothy Witke, OTR/L

Bryn Mawr Rehabilitation Hospital
Malvern, Pennsylvania
Ellen Reilly McMenamin, OTR/L

Children's Seashore House At
Children's Hospital of Philadelphia
Philadelphia, Pennsylvania
Lisa Kurtz, OTR/L

Clarks Summit State Hospital
Clarks Summit, Pennsylvania
Karl Young, OTR/L

Colonial Northampton Intermediate Unit 20
Nazareth, Pennsylvania
Sally L. Guttman, OTR/L

Community Counseling Services
of Northeast Pennsylvania
Tunkhannock, Pennsylvania
Louis Borino, M.S.

Community Medical Center
Scranton, Pennsylvania
Kathy Ulkoski, COTA/L

Conemaugh Valley Hospital
Johnstown, Pennsylvania

Delaware County Intermediate Unit #25
Indian Lane School
Media, Pennsylvania
Jean Reed, OTR/L

Eagleville Hospital
Eagleville, Pennsylvania
Beverly J. Heimbach, OTR/L

Easton Hospital
Easton, Pennsylvania
Linda Mich, OTR/L

Elizabethtown Hospital and Rehabilitation Center
Elizabethtown, Pennsylvania
Jean Savina, OTR/L

Eugenia Hospital
Lafayette Hills, Pennsylvania
Joan Eltonhead, OTR/L

Fox Chase Cancer Center
Philadelphia, Pennsylvania

Geisinger-Wyoming Valley Medical Center
Wilkes-Barre, Pennsylvania
Grace Sheldon-Fisher, OTR/L

Hamburg Center
Hamburg, Pennsylvania
Hilary Gruber, OTR/L

The Curricula

Occupational Therapy Clinical Associates

PENNSYLVANIA

Hand Rehabilitation Center
Scranton, Pennsylvania
Jolene Eastburn, OTR/L

Harmarville Rehabilitation Center
Pittsburgh, Pennsylvania
Mary Lou Kieshauer, OTR/L

Harrisburg State Hospital
Harrisburg, Pennsylvania
Linda Pratt, OTR/L

Haverford State Hospital
Haverford, Pennsylvania
Ellen Kremer, OTR/L

Holy Spirit Hospital CMHC
Camp Hill, Pennsylvania
Joan Walters, OTR/L

Home of the Merciful Saviour
Philadelphia, Pennsylvania
Lynette Byram, OTR/L

John Heinz Institute of Rehabilitation
Wilkes-Barre, Pennsylvania
Jeanne Friedrichs, OTR/L

Ken Crest Services
Philadelphia, Pennsylvania
Densie Mayhan, OTR/L

Lancaster County Easter Seals Society
Lancaster, Pennsylvania
Trish Schlectic, OTR/L

Magee Rehabilitation Hospital
Philadelphia, Pennsylvania
Gerald Grant, OTR/L

Mayview State Hospital
Bridgeville, Pennsylvania
Janet C. Taylor, OTR/L

McKeesport Hospital
McKeesport, Pennsylvania
Janice Pagonis, MS, OTR/L

Mercy Hospital
Pittsburgh, Pennsylvania
Marlene Woomer Ellis, MS, OTR/L

Moss Rehabilitation Hospital
Philadelphia, Pennsylvania
Phyllis Trahey, OTR/L

Neshaminy Manor Home
Doylestown, Pennsylvania
Janet Eckert, OTR/L

Norristown State Hospital
Norristown, Pennsylvania
Janet Nesbitt, OTR/L

Northeast Intermediate Unit #19
Dunmore, Pennsylvania
Christa Parry, OTR/L

Philadelphia Psychiatric Center
Philadelphia, Pennsylvania
Deborah Dichter, OTR/L

Philhaven Hospital
Philadelphia, Pennsylvania
Linda Wenger, OTR/L

Presbyterian University Hospital
Pittsburgh, Pennsylvania
Carol Brewer, OTR/L

Rehabilitation Hospital for Special Services
Bellefonte, Pennsylvania
Lisa Blough, OTR/L

Rehabilitation Hospital for Special Services
Mechanicsburg, Pennsylvania
Karen Bloom, OTR/L

The Curricula

Occupational Therapy Clinical Associates

PENNSYLVANIA

Rehabilitation Institute of Pittsburgh
Pittsburgh, Pennsylvania
Joyce Mastrilli, OTR/L

St. Agnes Medical Center
Philadelphia, Pennsylvania
Tracey Vause, OTR/L

St. Francis General Hospital
Pittsburgh, Pennsylvania
Kathi Robinson-Dassel, OTR/L
Beth Gjebre, OTR/L

St. John's General Hospital
Pittsburgh, Pennsylvania
Robert Gibson, OTR/L

St. Joseph Hospital and Health Care Center
Lancaster, Pennsylvania
Deborah Peterman, OTR/L

Somerset State Hospital
Somerset, Pennsylvania
Hoshang Pavri, OTR/L

Thomas Jefferson University Hospital
Philadelphia, Pennsylvania
Christina Schmid, OTR/L

United Cerebral Palsy of Northeastern Pennsylvania
Clark Summit, Pennsylvania
Becky Gryzcko, OTR/L

Veterans Administration Medical Center
Coatesville, Pennsylvania
Phyllis Breuninger, OTR/L

Veterans Administration Medical Center
Lebanon, Pennsylvania
Judy Blaisedell, OTR/L

Veterans Administration Medical Center
Wilkes-Barre, Pennsylvania
Emma Chambers, OTR/L

Warren State Hospital
Warren, Pennsylvania
Lee Ellsworth, OTR/L

Wayne County Memorial Hospital
Honesdale, Pennsylvania
Linda Bryan, OTR/L

Westmoreland Hospital Community Mental Health Center
Greensburg, Pennsylvania
Ramona Monaco, MPH, OTR/L

Widener Memorial Hospital
Philadelphia, Pennsylvania
Karen Lewin-Dively, OTR/L

Williamsport Hospital
Williamsport, Pennsylvania
Karen Hill, OTR/L

Woodhaven Program Temple University
Philadelphia, Pennsylvania
Diane Olevnik, OTR/L

Wyoming Valley Crippled Children's Association
Wilkes-Barre, Pennsylvania
Shari Havrylak,OTR/L

VIRGINIA

University of Virginia Medical Center
Charlottesville, Virginia
Maribeth Mills, MOT, OTR

Virginia Baptist Hospital
Lynchburg, Virginia
Ellen Pirillo, OTR

Woodrow Wilson Rehabilitation Center
Fishersville, Virginia
Ave Marie Mitta, OTR

WISCONSIN

Curative Rehabilitation Center
Wauwatosa, Wisconsin
Kristine Knudsvig, OTR
Maryann M. Radowski, OTR

The Curricula

Majors, Specializations and Certifications

Pre-Dentistry
Pre-Medicine
Pre-Optometry
Pre-Veterinary Medicine
Specializations

Division of Natural Sciences
and Mathematics
Degree: B.S./Biology
Program Director: Carl Konecke

GRADE REQUIREMENTS
With the proper selection of elective courses, students who major in biology are prepared for post graduate study in dentistry, medicine, optometry and veterinary medicine.

Pre-Dentistry
A student who has completed a Bachelor of Science in Biology with a grade point average of "B" or better, may be recommended to a dental school. Information may be obtained from the American Dental Association, 211 East Chicago Avenue, Chicago, Illinois 60611.

Pre-Medicine
A student who has completed a Bachelor of Science in Biology with a grade point average of "B" or better, may be recommended to a medical college. Preparation for application to medical school should begin in the freshman year and continue throughout the undergraduate years. Preparation involves a continuous review of material covered in all science courses. Such review is imperative for a satisfactory performance on the Medical College Admission Test which is required by all medical schools. The MCAT should be taken in the fall of the junior year.

Students should be aware of the requirements specific to the medical school they wish to attend. This information may be obtained from the Council on Medical Education of the American Medical Association, 535 North Dearborn Street, Chicago, Illinois 60610.

Pre-Optometry
A student who has completed a Bachelor of Science in Biology with a grade point average of "B" or better, may be recommended to a school of optometry. Information may be obtained from the American Optometric Association, 243 North Lindbergh Boulevard, St. Louis, Missouri 63141.

Pre-Veterinary Medicine
A student who has completed a Bachelor of Science in Biology with a grade point average of "B" or better, may be recommended to a veterinary school. Information may be obtained from the American Veterinary Medical Association, 930 North Meacham Road, Schaumberg, Illinois 60196.

The Curricula

Majors, Specializations and Certifications

Pre-Dentistry
Pre-Medicine
Pre-Optometry
Pre-Veterinary Medicine
Specializations

Division of Natural Sciences and Mathematics
Degree: B.S./Biology
Program Director: Carl Konecke

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BIO 101	General Botany and Biological Principles	4	BIO 102	Zoology	4
CHM 133	Chemical Principles I	4	CHM 134	Chemical Principles II	4
ENG 103	Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH 152	Calculus II	3
MTH 151	Calculus I	3	PSY 123	Introduction to Psychology	3
		17			17

SOPHOMORE

BIO 241	Genetics	4	BIO 252	Comparative Anatomy & Histotechnique II	4
BIO 251	Comparative Anatomy & Histotechnique I	4	BIO 346	General Physiology	4
CHM 243	Organic Chemistry I	4	CHM 244	Organic Chemistry II	4
CPS 101	Introduction to Programming: Pascal	3	MTH 115	Basic Statistics I	3
		15			15

JUNIOR

BIO 322	Comparative Embryology of Vertebrates	3	BIO 243	Microbiology	4
CHM 353	Biochemistry	3	BIO 360	Immunology	1
ART 161	Art Appreciation	3	CHM	Elective	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
PHY 221	General Physics I	4	PHL 101	Contemporary Self-Images	3
		16	PHY 222	General Physics II	4
					18

SENIOR

BIO 425	Ecology	4	BIO 480	Biological Research	1
BIO 490	Coordinating Seminar	1	MUS 230	Music Appreciation	3
PHL	Core Elective	3	RLS	Core Elective	3
POL 100	American National Government	3	SOC 110	Anthropology	3
RLS	Core Elective	3		Free Elective	3
		14			13

Total Required for Graduation: 125 credits

The Curricula

Majors, Specializations and Certifications

Pre-Law
Specialization

Division of Humanities
Degree: B.A./English
Program Director: Rosemarie Savelli

The pre-law specialization at College Misericordia was developed in accordance with the Association of American Law Schools which recommends that prospective law students have a broad liberal arts background. The program represents sound preparation for the Law School Admission Test and the study of law.

The program has been carefully designed to develop ability in expression and comprehension of English, to afford basic information about human institutions and values, and to cultivate the ability to think creatively and critically with thoroughness and independence.

Students may choose to major in English, History or Liberal Studies. Upon satisfactory completion of the pre-law specialization, the student may receive a Bachelor of Arts degree in English, History or Liberal Studies.

Pre-law students must register with the Program Director's office where advice on course selection and information concerning the Law School Admission Test (LSAT) and law schools can be obtained.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

ENG 103	Composition	3	ENG 105	The Research Paper	3
ENG 221	Major British Writers I	3	ENG 222	Major British Writers II	3
HIS 101	History of Western Civilization I	3	HIS 102	History of Western Civilization II	3
MTH	Mathematics Bank I	3	MTH	Mathematics Bank II	3
PSY 123	Introduction to Psychology	3	POL 100	American National Government	3
		15			15

SOPHOMORE

ENG 112	Speech Communications	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	POL 252	Law Seminar II	3
POL 251	Law Seminar I	3	ART 161	Art Appreciation	3
HIS 103	United States Survey to 1877	3	HIS 104	United States Survey Since 1877	3
SOC 110	Anthropology	3	PHL 101	Contemporary Self-Images	3
		15			15

JUNIOR

ENG 247	American Literatures I	3	ENG 248	American Literature II	3
ENG 350	Medieval and Renaissance Literature	3	POL 406	American Constitutional Law II	3
POL 405	American Constitutional Law I	3	HIS 390	Junior Research Seminar	3
PHL 260	Practical Logic	3	MUS 230	Music Appreciation	3
RLS	Core Elective	3	RLS	Core Elective	3
		15			15

SENIOR

ENG 203	Advanced Expository Writing	3	ENG 318	Language Studies	3
ENG 352	Nineteenth Century Literature	3	ENG 353	Twentieth Century Literature	3
POL 450	Law Internship I	3	POL 451	Law Internship II	3
BUS 410	Legal Environment of Business	3	POL	Advanced Political Science Elective	3
SCI	Core Elective	3	SCI	Core Elective	3
	Free Elective	3		Free Elective	3
		18			18

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Pre-Law
Specialization

Division of Humanities
Degree: B.A./History
Program Director: Rosemarie Savelli

SEQUENCE OF REQUIRED COURSES

		FRESHMAN			
HIS 101	History of Western Civilization I	3	HIS 102	History of Western Civilization II	3
ENG 103	Composition	3	ENG 105	The Research Paper	3
MTH	Mathematics Bank I	3	MTH	Mathematics Bank II	3
PSY 123	Introduction to Psychology	3	POL 100	American National Government	3
	Free Elective	3	SOC 110	Anthropology	3
		15			15
		SOPHOMORE			
HIS 103	U.S. Survey to 1877	3	HIS 104	U.S. Survey Since 1877	3
HIS 307	History of Russia	3	HIS 310	History of England	3
POL 251	Law Seminar I	3	POL 252	Law Seminar II	3
ENG 112	Speech Communications	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	PHL 101	Contemporary Self-Images	3
		15			15
		JUNIOR			
HIS 305	Recent American Domestic History	3	HIS 311	History of Britain	3
HIS 308	History of Soviet Union	3	HIS 390	Junior Research Seminar	3
POL 405	American Constitutional Law I	3	POL 406	American Constitutional Law II	3
PHL 260	Practical Logic	3	RLS	Core Elective	3
SCI	Core Elective	3	SCI	Core Elective	3
		15			15
		SENIOR			
HIS	Advanced History Elective	3	POL 451	Law Internship II	3
POL 450	Law Internship I	3	POL	Advanced Political Science Elective	3
BUS 410	Legal Environment of Business	3	ART 161	Art Appreciation	3
ENG 203	Advanced Expository Writing	3	ENG 353	Twentieth Century Literature	3
MUS 230	Music Appreciation	3	SOC 221	Cultural Minorities	3
RLS	Core Elective	3		Free Elective	3
		18			18

Total Required for Graduation: 126 credits

The Curricula

Majors, Specializations and Certifications

Pre-Law
Specialization

Division of Humanities
Degree: B.A./Liberal Studies
Program Director: Rosemarie Savelli

SEQUENCE OF REQUIRED COURSES

		FRESHMAN			
ENG 103	Composition	3	ENG 105	The Research Paper	3
ENG 112	Speech Communications	3	HIS 102	History of Western Civilization II	3
HIS 101	History of Western Civilization I	3	MTH	Mathematics Bank II	3
MTH	Mathematics Bank I	3	MUS 230	Music Appreciation	3
PSY 123	Introduction to Psychology	3	POL 100	American National Government	3
		15			15
		SOPHOMORE			
POL 251	Law Seminar I	3	POL 252	Law Seminar II	3
ENG	Literature Core Elective	3	ART 161	Art Appreciation	3
HIS 103	United States Survey to 1877	3	ENG	Literature Core Elective	3
SOC 110	Anthropology	3	HIS 104	United States Survey From 1877	3
	LIBERAL STUDIES MINOR AREA	3	PHL 101	Contemporary Self-Images	3
		15			15
		JUNIOR			
POL 405	American Constitutional Law I	3	POL 406	American Constitutional Law II	3
PHL 260	Practical Logic	3	HIS 390	Junior Research Seminar	3
RLS	Core Elective	3	PHL	Core Elective	3
	LIBERAL STUDIES MINOR AREA	3	RLS	Core Elective	3
	Free Elective	3		Free Elective	3
		15			15
		SENIOR			
POL 450	Law Internship I	3	POL 451	Law Internship II	3
BUS 410	Legal Environment of Business	3	POL	Advanced Political Science Elective	3
SCI	Core Elective	3	SCI	Core Elective	3
	LIBERAL STUDIES MINOR AREA	6		LIBERAL STUDIES MINOR AREA	3
				Free Elective	3
		15			15

Total Required for Graduation: 120 credits

The Curricula

Majors, Specializations and Certifications

Radiologic Technology Major

Division of Allied Health Professions
Degree: B.S./Radiologic Technology
Program Director: Elaine Halesey
General Program
Education Specialization
Management Minor
Management Specialization

College Misericordia's program in Radiologic Technology is accredited by the Committee of Allied Health Education & Accreditation in conjunction with the Joint Review Committee on Education in Radiologic Technology as well as by the Pennsylvania Department of Education. The program provides students with diagnostic instruction in conjunction with practical application of ionizing radiation to human subjects. This instruction will provide students with knowledge and practical skills necessary to assume positions in diagnostic radiology or pursue certification in specialty areas as well as establish eligibility to sit for the American Registry of Radiologic Technologists examination in Radiography in the July following graduation.

CURRICULA

The Bachelor of Science Degree in Radiologic Technology incorporates the College's core curriculum requirements which provide an extensive liberal arts foundation. Building on the broad-based general education, the program provides all necessary Radiologic Technology courses as mandated by the Joint Review Commission (JRC), the accrediting agency for all Radiologic Technology programs in the United States.

College Misericordia provides students the opportunity to pursue one of three program options, which reflect the diversity of career paths in Radiologic Technology. *All three of the curricula prepare students to be X-ray technicians, and no matter what option is chosen, all students will be enrolled in the same Radiologic Technology courses at the same time.*

B.S. Radiologic Technology: Specialization in Management or Minor in Management
This curriculum provides students with a strong background in the skills and theory necessary for supervisory or administrative positions.

B.S. Radiologic Technology: Specialization in Education
This curriculum provides students with a strong background in the methodology and theory necessary for positions as Radiologic Technology instructors in hospitals or institutions of higher learning.

B.S. Radiologic Technology: General Program
This curriculum provides the identical solid education to be a trained radiographer as the other two curricula, but allows the student not interested in a managerial or instructional position the flexibility to pursue other areas of interest.

The Curricula

Majors, Specializations and Certifications

Radiologic Technology Major

POLICIES

In addition to the general policies of College Misericordia, the following regulations apply to Radiologic Technology majors:

Clinical Placement

At present there are a total of twenty-seven (27) clinical spaces available for placement of students. This number may increase in the event additional clinical affiliates are secured. Admission to the program is dependent upon this availability. Thirty-seven (37) students will be admitted for each fall semester. At the end of the spring semester, freshman year, twenty-seven (27) students may be selected for continuation in the Radiologic Technology Program. Selection of students will be based on GPA to a large degree, as well as an interview with the Program Director and review by the entire Radiologic Technology faculty. Additional criteria are identified in the section on "Retention, Promotion, Graduation." Students will be notified of selection by June 1st, prior to the sophomore year. To be eligible for clinical placement, a student must have completed a minimum of 24 credits and have an overall GPA of 2.5. Refer to following section on Admission, Retention and Graduation Requirements for the specific details.

For further admission criteria pertinent to the Radiologic Technology Program, refer to the section on admission requirements.

Transfer Students

Transfer students will be considered providing the criteria are met; however, they must follow the sequence of courses for the Radiologic Technology Program as listed in the catalog beginning with the Sophomore year.

Classification of Students

Due to the sequential nature of the Radiologic Technology curricula students are identified in levels, regardless of their standing according to the Registrar, as:

Freshman: those students not enrolled in any RDT coded courses.

Sophomore: those students enrolled in RDT 112, Methods of Patient Care (fall), and RDT 140, Clinic I (Spring).

Junior: those students enrolled in RDT 225, Clinic III (fall), and RDT 245, Clinic IV (Spring).

Senior: those students enrolled in RDT 265, Clinic VI (fall), and RDT 275, Clinic VII (Spring).

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Majors, Specializations and Certifications

Radiologic Technology Major

Clinical Experience

Once a student is selected for placement in a clinical affiliate, a complete set of the Policies and Procedures relating to the clinic will be provided and is expected to be *read thoroughly* by each student.

Students are required to provide their own transportation to and from the clinical education affiliates.

College Misericordia is currently affiliated with the following hospitals: Mercy Hospital, Wilkes-Barre, Pa.; Veteran's Administration Medical Center, Wilkes-Barre, Pa.; Moses Taylor Hospital, Scranton, Pa.; Mercy Hospital, Scranton, Pa. Additional affiliates available to the students as minor rotations are: Valley Radiology Associates, Inc., Kingston, Pa.; Bruno & Orlando Associates, Pittston, Pa.; Wyoming Valley Imaging Center, Wilkes-Barre, Pa.; and Hanover Radiology, Wilkes-Barre, Pa.

CPR Certification

As a requirement for clinical training, students will obtain certification in CPR by the American Heart Association, and submit a copy of the current certification to the Program Director, prior to the start of Clinical training.

Recertification upon expiration must be obtained as long as the student is enrolled in any Clinical Experience.

Health Examination

As a requirement to the commencement of the clinical practicum, students are required to submit a physical examination report to the College Health Nurse prior to the spring semester of each year in which they plan to attend clinic. A complete list of required exams can be found in the Clinical syllabus provided to all Radiologic Technology majors in the fall semester prior to the beginning of their Clinical rotation.

The results MUST be received by the school health nurse of College Misericordia no later than two weeks prior to the 1st day of clinical experience. Forms listing all tests will be issued no later than the 1st week of the fall semester, sophomore year, by the Radiologic Technology Program director. Normal results are good for a period of 1 year. Students must submit a physical exam report each year prior to the spring semester year in which they are enrolled in a clinical experience.

The Curricula

Majors, Specializations and Certifications

Radiologic Technology Major

A portion of these tests will be required to be repeated, following the same procedure stated above, prior to the start of RDT 245, Clinical Experience IV, which begins the spring semester, and RDT 275, Clinical Experience VII.

Special Expenses

In addition to the College tuition and fees, expenses for the Radiologic Technology Program include: CPR certification and re-certification, malpractice liability insurance, uniforms, laboratory fees, American Registry Examination fee, health examination fees, and Assessment test expense (re-tests only).

ADMISSION, RETENTION AND GRADUATION REQUIREMENTS

The following policies in respect to retention, promotion, graduation, probation, and dismissal supersede any policy statements and/or information set forth in previous college catalogs.

Admission into Radiologic Technology

Students admitted into Radiologic Technology must meet the general admission requirements of College Misericordia. Admission into the Radiologic Technology Program as a freshman does *not* guarantee advancement into the clinical setting.

I. *Current Freshman* (Class of 1990) and all incoming freshman and transfer students admitted, Fall, 1986, and thereafter.

Academic Year 1986-87 Freshman Year	Academic Year 1987-88, 1988-89, 1989-90 Sophomore, Junior, and Senior Year
Retention Cumulative GPA of 2.5 at the end of the spring semester. A GPA of 2.0-2.49 will be considered providing clinical space is available, however, student will be on PROBATION. (See Probation Policy)	**Retention** Cumulative GPA of 2.5 at the end of the spring semester, 88, 89, 90.
Promotion Cumulative GPA of 2.5 end of the year. Satisfactory completion of all required courses.	**Promotion** Cumulative GPA of 2.5 end of each year. Satisfactory completion of all required courses. Minimum score of 74% on Sophomore, Junior, Senior year Assessment tests.

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Majors, Specializations and Certifications

Radiologic Technology Major

Additional Promotion Requirements:

A. Required observation in a local hospital's Radiology Department for a minimum of either eight (8) hours in one day or two half-days consisting of four (4) hours each. This will involve a morning and an afternoon. Students may contact the Program Director at College Misericordia for assistance in arranging this experience. Documentation is required by the cooperating institution and must be submitted to the Program Director's office at College Misericordia by August 15, prior to the start of the sophomore year. Forms may be obtained by contacting the Radiologic Technology Department.

B. Participation in the RHO TAU Club and activities. RHO TAU is the X-ray club of College Misericorida comprised of Radiologic Technology majors.

C. A personal interview with the Program Director of Radiologic Technology.

D. Submission of medical documentation which confirms the student's ability to successfully fulfill all program requirements, mentally and physically.

GRADUATION - Cumulative GPA of 2.5, minimum of 128 credits, depending on the track chosen, a score at or above 74% on the Senior Assessment test and satisfactory completion of all College Misericordia requirements.

PROBATION - The student will be placed on program probation for the following semester if any one of the following occurs:

a. the cumulative grade point average is below the stipulated requirement;
b. failure in a non-Radiologic Technology course required for the major: i.e., BIO 127, 128, 262, PHY 101, 102;
c. the student does not attain a score at or above the stipulated percentage on the end of the year Assessment tests.

THE STUDENT WILL BE PLACED ON IMMEDIATE PROBATION IF A RECORDED VIOLATION OF THE CODE OF ETHICS OCCURS AT ANY TIME.

The Curricula

Majors, Specializations and Certifications

Radiologic Technology Major

THE STUDENT WILL BE REMOVED FROM PROGRAM PROBATION WHEN:
a. the stipulated cumulative grade point average is achieved;
b. the terms of probation are met.

STUDENTS CAN BE PLACED ON PROGRAM PROBATION ONLY ONE TIME.

DISMISSAL
Dismissal of the student from the Radiologic Technology Program will result if any one of the following occur:

a. when any two of the retention/promotion criteria are not met;
b. the student commits a "serious" infraction, of the Code of Ethics (see Code of Ethics for definition);
c. the student fails to meet the terms of probation;
d. an infraction occurs justifying a second probation;
e. the student fails any Radiologic Technology course (any course with an RDT code).

II. Current Sophomores (Class of 1989)
Academic Year 1986-87 - Sophomore Year
Academic Year 1987-88 - Junior Year
Academic Year 1988-89 - Senior Year

RETENTION:
A GPA of 2.5 at the end of each spring semester.

PROMOTION:
A Cumulative GPA of 2.5 at the end of each year.
A satisfactory completion of all required courses.
A minimum score of 74% on Assessment test in the sophomore and junior years.

GRADUATION:
A Cumulative GPA of 2.5, a minimum of 128 credits, and satisfactory completion of all College Misericordia requirements.

PROBATION:
The student will be placed on program probation for the following semester if any one of the following occurs:
a. the cumulative grade point average is below the stipulated requirement;
b. failure in a non Radiologic Technology course required for the major, i.e., BIO 127, 128, 262, PHY 101, 102.
c. the student does not attain a score at or above the stipulated percentage on the end of the year achievement tests;

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Majors, Specializations and Certifications

Radiologic Technology Major

A STUDENT WILL BE PLACED ON IMMEDIATE PROBATION IF:
a. a recorded violation of the Code of Ethics occurs at any time.

The student will be removed from program probation when:
a. the stipulated cumulative grade point average is achieved;
b. the terms of probation are met.

STUDENTS CAN BE PLACED ON PROGRAM PROBATION ONLY ONE TIME.

DISMISSAL

Dismissal of the student from the Radiologic Technology program will result if any of the following occur:
a. when any two of the retention/promotion criteria are not met;
b. "serious" infractions of the Code of Ethics (see Code of Ethics for definition);
c. the student fails to meet the terms of probation;
d. an infraction occurs justifying a second probation;
e. failure of any course with an RDT code.

If a student is dismissed from the Radiologic Technology program, he/she will receive notification in writing, from the Program Director.

RE-ADMISSION — Once a student is dismissed from the Radiologic Technology program, he/she may apply for re-admission for the following year. This is due to the sequential nature of the Radiologic Technology curricula.

The student has the opportunity to submit a letter of intent to the Dean of Admissions and the Program Director of Radiologic Technology for re-admission into the Radiologic Technology program. Consideration for re-admission into the Radiologic Technology program will be done at the end of the spring semester. This will be based on an achieved GPA of 2.5, as well as any of the dismissal criteria that were the cause of the initial dismissal and providing clinical space is available for the Clinical Experience in which the student must be placed at the time of re-admission. Notification of re-acceptance will be in writing by the Program Director prior to June 1st, or December 1st, depending on which semester the student is re-entering.

III. Current Juniors (Class of 1988)

	Academic Year 1986-87 Junior Year	Academic Year 1987-88 Senior Year
RETENTION -	G.P.A. of 2.0 at end of spring semester	G.P.A. of 2.0 at end of spring semester

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Radiologic Technology Major

PROMOTION -	Academic Year 1986-1987	Academic Year 1987-1988
	Cumulative GPA of 2.0 end of Junior year.	Cumulative GPA of 2.0 end of Senior year.
	Satisfactory completion of all required courses.	Satisfactory completion of all required courses.
	Minimum score of 74% on Junior Assessment test.	

GRADUATION -

Cumulative GPA of 2.0, minimum of 128 credits, and satisfactory completion of all College Misericordia requirements.

PROBATION -

The student will be placed on program probation for the following semester if any one of the following occurs:

a. the cumulative grade point average is below the stipulated requirement;
b. failure in a non Radiologic Technology course required for the major, i.e., BIO 127, 128, 262, PHY 101, 102;
c. the student does not attain a score at or above the stipulated percentage on the end of the Junior year Assessment test;

THE STUDENT WILL BE PLACED ON IMMEDIATE PROBATION IF:

a. a recorded violation of the Code of Ethics occurs at any time.

The student will be removed from program probation when:

a. the stipulated cumulative grade point average is achieved;
b. the terms of probation are met.

STUDENTS CAN BE PLACED ON PROGRAM PROBATION ONLY ONE TIME.

DISMISSAL

Dismissal of the student from the Radiologic Technology program will result if any of the following occur:

a. when any two of the retention/promotion criteria are not met;
b. "serious" infractions of the Code of Ethics (see Code of Ethics for definition);
c. the student fails to meet the terms of probation;
d. an infraction occurs justifying a second probation;
e. a grade below "C" in any RDT course.

If a student is dismissed from the Radiologic Technology program he/she will receive notification, in writing, from the Program Director.

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Majors, Specializations and Certifications

Radiologic Technology Major

RE-ADMISSION

Once a student is dismissed from the Radiologic Technology program he/she may apply for re-admission for the following year. This is due to the sequential nature of the Radiologic Technology curricula. The student has the opportunity to submit a letter of intent to the Dean of Admissions and the Program Director of Radiologic Technology for re-admission into the Radiologic Technology program. Consideration for re-admission into the Radiologic Technology program will be done at the end of the spring semester. This will be based on an achieved GPA of 2.0 as well as successful completion of any and all criteria that resulted in the initial dismissal, and the provision that clinical space is available. Notification of re-acceptance will be in writing by the Program Director prior to June 1st, or December 1st, depending upon which semester the student is re-entering.

IV. Current Seniors (Class of 1987)

RETENTION — GPA of 2.0 at the end of the spring semester.

GRADUATION — Cumulative GPA of 2.0, 128 credits, and satisfactory completion of all College Misericordia requirements.

PROBATION — The student will be placed on program probation for the next semester if:

a. the cumulative grade point average of 2.0 or above at the end of the spring semester is not maintained.
b. a recorded violation of the Code of Ethics occurs at any time.

The student will be removed from program probation when:

a. the cumulative grade point average of 2.0 or above is achieved;
b. the terms of probation are met.

STUDENTS CAN BE PLACED ON PROGRAM PROBATION ONLY ONE TIME.

DISMISSAL

Dismissal will occur when:

a. the student fails to meet the terms of probation or if the student accrues additional deficits after being on program probation. At this point, the student is automatically dismissed from the Radiologic Technology program.
b. the student receives a grade below "C" in any RDT course.

If a student is dismissed from the Radiologic Technology program, he/she will receive notification, in writing, from the Program Director.

The Curricula

Majors, Specializations and Certifications

Radiologic Technology Major

RE-ADMISSION — Once a student is dismissed from the Radiologic Technology program, he/she may apply for re-admission for the following year. This is due to the sequential nature of the Radiologic Technology curricula. The student has the opportunity to submit a letter of intent to the Dean of Admissions and the Program Director of Radiologic Technology for re-admission into the Radiologic Technology program. Consideration for re-admission will be done at the end of the spring semester. This will be based on an achieved GPA of 2.0, as well as successful completion of any of the criteria that were the reason for the initial dismissal, and the provision that clinical space is available. Notification of re-acceptance will be in writing from the Program Director prior to June 1st or December 1st, depending upon which semester the student is re-entering.

TESTING REQUIREMENTS

Pre-Radiologic Technology (Class of 1990) and all incoming freshmen and transfer students admitted, Fall 1986, and thereafter. There will be no assessment test administered during the freshman year since no RDT courses are taken.

RADIOLOGIC TECHNOLOGY MAJOR:

End of year testing will occur annually in May during Final Examination Week. Tests will be given only on those days when course examinations are not given. (Course conflict days or last day of exam period.)

A. Sophomore, 1987-88, must take a comprehensive assessment test including the following: all RDT and required non-major courses. Scores achieved must be at or above 74%. If the score achieved is below 74%, the student is placed on PROBATION and may take the assessment test again in July (date to be determined). If the score achieved is again below 74% the student is DISMISSED from the Radiologic Technology program and must withdraw from RDT 155, Clinic II. Assessment tests are offered in December/May/July. (See Probation/Dismissal Criteria.)

B. Juniors, 1988-89, must take an assessment test including all RDT and required non-major courses. Scores achieved must be at or above 74%. If the score achieved is below 74%, the student is placed on PROBATION and may take the test again in July (date to be determined). If the score achieved is again below 74%, the student is DISMISSED from the Radiologic Technology program and must withdraw from RDT 255, Clinic V. Assessment tests are offered in December/May/July. (See Probation/Dismissal Criteria.)

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Majors, Specializations and Certifications

Radiologic Technology Major

C. Seniors 1989-90, must take an assessment test covering all RDT and required non-major courses.

NOTE:

THE ASSESSMENT TEST will be given to Senior students at the end of the fall semester (usually in December). Students must score at or above 74%. Students who score below 74% are placed on PROBATION and are eligible to take another assessment test at the end of the spring semester.

If the student's score remains below 74% for the 2nd time, graduation will be denied until the student has achieved a score equivalent to at least 74% on the Assessment test subsequently given on a regularly scheduled basis. Assessment tests are offered in December/May/July.

A senior who fails to successfully complete the Assessment test in May will be ineligible to take the State Registry Examination (ARRT) until successful completion of the Assessment test.

ALL STUDENTS RE-TAKING THE ASSESSMENT TESTS WILL BE CHARGED A FEE OF $25 PER RE-TEST.

I. Present Sophomores (Class of 1989)

End of year testing will occur annually in May during Final Examination Week. Tests will be given only on those days when course examinations are not given (course conflict days or last day of examination period).

A. Sophomores, 1986-87, must take a comprehensive Assessment test including all RDT and required non-major courses. Scores achieved must be at or above 74%. If the score achieved is below 74%, the student is placed on PROBATION and may take the test again in July (date to be determined.) If the score achieved is again below 74%, the student is DISMISSED from the Radiologic Technology program and must withdraw from RDT 150, Clinic II. Any student dismissed because of failing the Assessment test for the 2nd time may be re-admitted to the program upon successful completion of the Assessment test, providing clinical space is available. Re-tests are scheduled for December/May/July.

B. Juniors, 1987-88, must take an Assessment test in all RDT and required non-major courses. If the score achieved is below 74%, the student is placed on PROBATION and may take the test again in July (date to be determined). If the score achieved is again below 74%, the student is

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Majors, Specializations and Certifications

Radiologic Technology Major

DISMISSED from the Radiologic Technology program. Any student dismissed because of failing the Assessment test for the 2nd time may be re-admitted to the program upon successful completion of the Assessment test, providing clinical space is available. Re-tests are offered in December/May/July. Students who fail to successfully complete the Assessment test requirement will be ineligible to take the Registry Examination (ARRT) until they have successfully completed the Assessment test.

C. Seniors, 1988-89. No assessment test will be administered since the Registry Examination should already have been successfully completed.

II. Present Juniors (Class of 1988)
End of year testing will occur annually in May during Final Examination Week. Tests will be given only on those days when course examinations are not given. (Course conflict days or last day of examination period).

A. Juniors, 1986-87, must take one comprehensive Assessment test including all RDT and required non-major courses. Scores achieved must be at or above 74%. If the score achieved is below 74%, the student is placed on PROBATION and may take the test again in July (date to be determined.) If the score achieved is again below 74%, the student is DISMISSED from the Radiologic Technology program. Any student dismissed because of failing the Assessment test for the 2nd time may be re-admitted to the program upon successful completion of the Assessment test, providing clinical space is available. Re-tests are offered in December/May/July. Students who fail to successfully complete the Assessment test requirements will be ineligible to take the State Registry Examination (ARRT) until they have successfully completed the Assessment test. Assessment tests are offered in December/May/July.

B. Seniors, 1987-88. No assessment test will be administered since students should have already successfully passed the Registry boards.

ALL STUDENTS RE-TAKING THE ASSESSMENT TEST WILL BE CHARGED A FEE OF $25 PER RE-TEST.

The Radiologic Technology department of College Misericordia reserves the right to make changes in these policies providing the need arises.

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Majors, Specializations and Certifications

Radiologic Technology Major
General Program

Division of Allied Health Professions
Degree: B.S./Radiologic Technology
Program Director: Elaine Halesey

FRESHMAN

ENG 103	Composition	3	CPS 100	Introduction to Computing: BASIC	3
HIS	Core Elective	3	HIS	Core Elective	3
MTH	Mathematics Bank I	3	MTH 115	Basic Statistics	3
RLS	Core Elective	3	PHL 101	Contemporary Self-Images	3
	Free Elective	3	PSY 123	Introduction to Psychology	3
		15			15

SOPHOMORE

RDT 106	Medical Terminology	1	RDT 108	Radiologic Positioning I	4
RDT 112	Methods of Patient Care	2	RDT 120	Radiologic Technique I	3
BIO 127	Anatomy & Physiology	4	RDT 140	Clinical Experience I	2
POL 100	American National Government	3	BIO 128	Anatomy & Physiology	3
	Free Elective	3		Free Elective	3
		13			15

SUMMER

RDT 155	Clinical Experience II	4

JUNIOR

RDT 110	Radiologic Positioning II	3	RDT 245	Clinical Experience IV	3
RDT 111	Skull Positioning	1	RDT 247	Radiologic Pathology	1
RDT 122	Radiologic Technique II	2	RDT 448	Quality Control	3
RDT 200	Radiation Protection	1	PHL 222	Medical Ethics	3
RDT 225	Clinical Experience III	2	PHY 102	Radiologic Physics II	3
PHY 101	Radiologic Physics I	3		Free Elective	3
	Free Elective	3			
		15			16

SUMMER

RDT 255	Clinical Experience V	4

SENIOR

RDT 221	Special Radiographic Procedures	2	RDT 216	Registry Seminar	1
			RDT 275	Clinical Experience VII	2
RDT 265	Clinical Experience VI	2	ART 161	Art Appreciation	3
BIO 262	Radiation Biology	3	ENG	Literature Core Elective	3
ENG	Literature Core Elective	3	RLS	Core Elective	3
MUS 230	Music Appreciation	3	SOC 110	Anthropology	3
	Free Elective	3			
		16			15

Total required for graduation: 128 credits.

The Curricula

Majors, Specializations and Certifications

Radiologic Technology Major
Education Specialization

Division of Allied Health Professions
Degree: B.S./Radiologic Technology
Program Director: Elaine Halesey

FRESHMAN

EDU 100	Educational Foundations	3	CPS 100	Introduction to Computing: BASIC	3
ENG 103	Composition	3			
HIS	Core Elective	3	EDU 200	Educational Psychology	3
MTH	Mathematics Bank I	3	HIS	Core Elective	3
SED 100	Exceptional Children	3	MTH 115	Basic Statistics	3
			PSY 123	Introduction to Psychology	3
		15			15

SOPHOMORE

RDT 106	Medical Terminology	1	RDT 108	Radiologic Positioning I	4
RDT 112	Methods of Patient Care	2	RDT 120	Radiologic Technique I	3
BIO 127	Anatomy & Physiology	4	RDT 140	Clinical Experience I	2
EDU 220	Basic Methods	1.5	BIO 128	Anatomy & Physiology	3
PHL 101	Contemporary Self-Images	3	RLS	Core Elective	3
POL 100	American National Government	3			
		14.5			15

SUMMER

RDT 155	Clinical Experience II	4

JUNIOR

RDT 110	Radiologic Positioning II	3	RDT 245	Clinical Experience IV	3
RDT 111	Skull Positioning	1	RDT 247	Radiologic Pathology	1
RDT 122	Radiologic Technique II	2	RDT 448	Quality Control	3
RDT 200	Radiation Protection	1	EDU 224	Health Methods	2
RDT 225	Clinical Experience III	2	EDU 327	School Law	1
EDU 221	Science Methods	1.5	PHL 222	Medical Ethics	3
PHY 101	Radiologic Physics I	3	PHY 102	Radiologic Physics II	3
		13.5			16

SUMMER

RDT 255	Clinical Experience V	4

SENIOR

RDT 221	Special Radiologic Proced.	2	RDT 216	Registry Seminar	1
RDT 265	Clinical Experience VI	2	RDT 275	Clinical Experience VII	2
BIO 262	Radiation Biology	3	ART 161	Art Appreciation	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
MUS 230	Music Appreciation	3	PSY 275	Child & Adolescent Psychology	3
RLS	Elective	3	SOC 110	Anthropology	3
		16			15

Total required for graduation: 128 credits.

The Curricula

Majors, Specializations and Certifications

Radiologic Technology Major
Management Minor (18 credits)
Management Specialization (21 credits)

Division of Allied Health Professions
Degree: B.S./Radiologic Technology
Program Director: Elaine Halesey

FRESHMAN

ACC 101	Principles of Accounting I	3	BUS 206	Micro Economics (Minor)	3
BUS 205	Macro Economics	3		—or—	
ENG 103	Composition	3		Core Elective (Specialization)*	
HIS	Core Elective	3	CPS 100	Introduction to Computing: BASIC	3
MTH	Mathematics Bank I	3	HIS	Core Elective	3
			MTH 115	Basic Statistics	3
			PSY 123	Introduction to Psychology	3
		15			15

SOPHOMORE

RDT 106	Medical Terminology	1	RDT 108	Radiologic Positioning I	4
RDT 112	Methods of Patient Care	2	RDT 120	Radiologic Technique I	3
BIO 127	Anatomy & Physiology	4	RDT 140	Clinical Experience I	2
BUS 101	Management I	3	BIO 128	Anatomy & Physiology	3
BUS 170	Marketing I	3	BUS 390	Human Relations in Management	3
		13			15

SUMMER

RDT 155	Clinical Experience II	4

JUNIOR

RDT 110	Radiologic Positioning II	3	RDT 245	Clinical Experience IV	3
RDT 111	Skull Positioning	1	RDT 247	Radiologic Pathology	1
RDT 122	Radiologic Technique II	2	RDT 448	Quality Control	3
RDT 200	Radiation Protection	1	PHL 222	Medical Ethics	3
RDT 225	Clinical Experience III	2	PHY 102	Radiologic Physics II	3
PHL 101	Cont. Self-Images	3	RLS	Core Elective	3
PHY 101	Radiologic Physics I	3			
		15			16

SUMMER

RDT 255	Clinical Experience V	4

SENIOR

RDT 221	Special Radiographic Proced.	2	RDT 216	Registry Seminar	1
RDT 265	Clinical Experience VI	2	RDT 275	Clinical Experience VII	2
BIO 262	Radiation Biology	3	ART 161	Art Appreciation	3
BUS 371	Business Financial Management	3	POL 100	American National Government*	3
ENG	Literature Core Elective	3	ENG	Literature Core Elective	3
MUS 230	Music Appreciation	3	RLS	Core Elective	3
			SOC 110	Anthropology	3
		16			18

*Students pursing a specialization take POL 100, American National Government, in the Spring Semester of their freshman year. Students pursuing a minor take this course in the Spring Semester of their senior year.

Total required for graduation (Minor in management: 131 credits)
Total required for graduation (Specialization in management: 128 credits)

The Curricula

Majors, Specializations and Certifications

School Nurse
Certification

Division of Nursing
Degree: BSN and School Nurse Certification
Program Director: Martha Kokinda

The school nurse certification program at College Misericordia is a 32-credit curriculum which meets the requirements for Pennsylvania School Nurse Certification.

Through a sequence of courses in education, psychology and sociology, graduate nurses are prepared to meet the health needs of school students of all ages. The program requires an 8-credit course with a school nurse practicum, NSG 482.

BSN graduates who apply to College Misericordia for school nurse certification follow the suggested course requirement of 24-credits and a 5-credit practicum in school nursing.

BSN graduates transfer in the remaining 3-credits required in the 8-credit nursing component through equivalence as determined by their transcripts.

COURSE SEQUENCE

EDU 100	Educational Foundations	3
EDU 200	Educational Psychology	3
EDU 220	Basic Methods	1.5
EDU 221	Science Methods	1.5
PSY 275	Child and Adolescent Psychology	3
SOC 110	Anthropology	3
PSY 123	Introduction to Psychology	3
SOC 321	The Family	3
SOC 221	Cultural Minorities	3
		24

Clinical Experience Requirement:

NSG 482	Leadership and Management (A 5-credit allocation is made for school nurse clinical practicum)	8 — 32
OR		
NSG 484	Practicum for school nurse certification	5

The Curricula

Majors, Specializations and Certifications

Social Work Major

Division of Professional Studies
Degree: B.S./Social Work
Program Director: Dennis Fisher

The objective of College Misericordia's social work program is to provide students with knowledge, skills and a value orientation needed to practice social work at the baccalaureate level. To this end, the program offers an integrated body of knowledge, both theoretical and practical. Field instruction experience provides a means of utilizing this knowledge.

Field instruction is offered in a variety of settings, including both public and voluntary agencies. It is a structured educational experience in social work practice which enables students to integrate the information learned in the classroom. Students learn about the structure and operation of social work agencies and become oriented to actual practice situations.

Before students may enroll in field instruction they must have successfully completed a sequence of social work courses and have a grade point average of 2.0. Transportation to and from field placements is the student's responsibility.

College Misericordia's social work program is accredited by the Council on Social Work Education. Graduates may be eligible for advanced standing in nearly thirty graduate schools of social work throughout the country.

SEQUENCE OF REQUIRED COURSES

FRESHMAN

BIO 103	General Biology I	3	BIO 104	General Biology II	3
ENG 103	English Composition	3	HIS	Core Elective	3
HIS	Core Elective	3	MTH	Mathematics Bank I	3
PSY 123	Introduction to Psychology	3	PHL 101	Contemporary Self-Images	3
SOC 110	Anthropology	3	SOC 122	Social Problems	3
		15			15

SOPHOMORE

SWK 103	Community Service	3	SWK 252	Social Welfare Policies and Services	3
SWK 251	Introduction to Social Welfare	3	MTH 115	Basic Statistics I	3
SWK 385	Communication Skills	3	SOC 221	Cultural Minorities	3
POL 100	American National Government	3		Free Elective	3
SOC 321	The Family	3		Free Elective	3
		15			15

JUNIOR

SWK 232	Research Methods	3	SWK 354	Social Work Methods and Processes II	3
SWK 353	Social Work Methods and Processes I	3	ENG	Literature Core Elective	3
SWK 371	Field Instruction I	3	PSY 434	Maladaptive Behavior	3
SWK 472	Field Instruction Seminar I	1	RLS	Core Elective	3
ENG	Literature Core Elective	3		Free Elective	3
PHL	Core Elective	3			
		16			15

SENIOR

SWK 473	Field Instruction Seminar II	1	SWK 352	Adaptive Behavior	3
SWK 475	Field Instruction II	3	SWK 474	Field Instruction Seminar III	1
SWK	Social Work Elective	3	SWK 476	Field Instruction III	3
SWK	Social Work Elective	3	SWK	Social Work Elective	3
HIS 272	Alternate Social Systems	3	ART 161	Art Appreciation	3
MUS 230	Music Appreciation	3	RLS	Core Elective	3
		16			16

Total Required for Graduation 123 credits

The Curricula

Minor Programs

Minors are focused programs of study which involve specific clusters of courses around a general area of study. Minors are not associated with any particular degree program and are therefore open to all interested students.

Accounting Minor

Division of Business Administration

The accounting minor provides a strong analytical base for almost any major. This program will enable students to apprehend data, analyze it, systematize it, and portray it. With the increased concentration in accounting computerized systems, computer science majors will find this minor attractive.

COURSE SEQUENCE

ACC 101 Principles of Accounting I		3
ACC 102 Principles of Accounting II		3
ACC 201 Intermediate Accounting I		3
ACC 202 Intermediate Accounting II		3
ACC 301 Advanced Accounting I		3
ACC 302 Advanced Accounting II		3
One (1) Course Selected from the Following:		3
ACC 310 Cost Accounting	(3)	
ACC 311 Managerial Accounting	(3)	
ACC 410 Auditing	(3)	
ACC 401 Taxes I	(3)	
ACC 402 Taxes II	(3)	
		21

Biology Minor

Division of Natural Sciences, Mathematics and Computer Science

The minor in biology may be pursued by any student with an interest in the natural sciences. The 19-20 credit curriculum offers broad background in the origin, growth, structure and reproduction of living matter in its varied forms.

COURSE SEQUENCE

BIO 101 General Botany and Biological Principles		4
BIO 102 Zoology		4
BIO 251 Comparative Anatomy and Histotechnique I		4
BIO 241 Genetics		4
One (1) course selected from the following courses:		3-4
BIO 322 Comparative Embryology of Vertebrates	(3)	
BIO 343 General Microbiology	(4)	
BIO 346 General Physiology	(4)	
		19-20

Chemistry Minor

Division of Natural Sciences, Mathematics and Computer Science

An understanding of chemistry can be advantageous to a liberally educated individual in a highly technological society. Students who major in biology, nursing, occupational therapy or radiologic technology may find the chemistry minor particularly appropriate.

COURSE SEQUENCE

CHM 133 Chemical Principles		4
CHM 134 Chemical Principles		4
CHM 243 Organic Chemistry		4
CHM 244 Organic Chemistry		4
CHM 343 Physical Chemistry I	(4)	
OR		3-4
CHM 353 Biochemistry	(3)	
		19-20

The Curricula

Minor Programs

Computer Science Minor

Division of Natural Sciences, Mathematics and Computer Science

In today's electronic world, a background in computer science is a highly marketable asset. The computer science minor may supplement a major in any other field, depending on the student's interests and career objectives. Business administration, education, mathematics and social work majors frequently follow the minor program in computer science.

COURSE SEQUENCE

CPS 101	Introduction to Programming: Pascal		3
CPS 121	Computer Programming		3
	Two (2) courses selected from:		
CPS 221	Computer Systems	(3)	
CPS 222	Computer Organization	(3)	6-7
CPS 231	File Processing	(4)	
	Nine (9) additional credits in approved upper division computer science courses		9
			21-22

English Minor

Division of Humanities

The study of English provides students with a comprehensive knowledge of the language and its literature. Students in any major program can apply the skills learned through the English minor to both personal and professional goals. The minor emphasizes an understanding of literary forms and the clear articulation of ideas in writing.

COURSE SEQUENCE

ENG 221	Major British Writers	(3)	
ENG 222	Major British Writers	(3)	
OR			
ENG 247	American Literature	(3)	
ENG 248	American Literature	(3)	6
OR			
ENG 266	Western World Literature	(3)	
ENG 267	Western World Literature	(3)	
ENG 105	Research Paper	(3)	
OR			3
ENG 203	Advanced Expository Prose	(3)	
	Nine (9) credits of Advanced Literature Electives		9
			18

Gerontology Minor

Division of Professional Studies

As the study of aging in today's society, gerontology has direct applications to a number of major fields of study. Gerontology is most often associated with the helping professions, including nursing, occupational therapy, music therapy, and social work.

COURSE SEQUENCE

GER 241	Introduction to Social Gerontology	3
GER 276	Psychology of Aging	3
GER 306	Health and Physiology of Aging	3
GER 375	Aging Policies and Programs	3
	Gerontology Elective	3
		15

The Curricula

Minor Programs

History Minor
Division of Humanities

The study of history has been one of mankind's most favored pursuits since the beginning of recorded time. The history minor may be taken in conjunction with any degree program to broaden one's world perspective, foster critical judgement, cultivate the ability to reason, and develop intellectual growth.

COURSE SEQUENCE

HIS 101	History of Western Civilization I	(3)	
HIS 102	History of Western Civilization II	(3)	
OR			6
HIS 103	United States Survey to 1877	(3)	
HIS 104	United States Survey Since 1877	(3)	
	Twelve (12) credits of Advanced History Electives		12
			18

Management Minor
Division of Business Administration

An understanding of management styles and techniques can benefit a anyone who will be involved in private, profit, or nonprofit organizations. Opportunities and advancement in a chosen field will be much greater with a management minor. This minor is well suited to individuals in any area of study.

COURSE SEQUENCE

BUS 101	Management I		3
BUS 382	Personnel & Industrial Relations		3
BUS 390	Human Relations Management		3
BUS 440	Marketing Management		3
ACC 101	Principles of Accounting I		3
ACC 102	Principles of Accounting II		3
One (1) course selected from the following:			
ACC 311	Managerial Accounting	(3)	3
BUS 371	Business Financial Management	(3)	
			21

Marketing Minor
Division of Business Administration

An understanding of Marketing can benefit a person who will be involved in *exchanging* with private, public, profit, or nonprofit organizations. Opportunities in the field of Marketing are broadening, and this minor is well suited to students in any area of study.

COURSE SEQUENCE

BUS 101	Management I	3
BUS 170	Marketing I	3
BUS 290	Promotion Tools	3
BUS 303	Sales Promotion Management	3
BUS 305	Marketing Channels	3
BUS 440	Marketing Management	3
BUS 450	Marketing Research	3
		21

The Curricula

Minor Programs

Mathematics Minor

Division of Natural Sciences, Mathematics and Computer Science

The computer revolution and the growing reliance on statistics and quantitative research have broadened the application of mathematical principles. The physical sciences, as well as the behavioral and social sciences fields, have need for individuals with experience in mathematics. The minor program in mathematics exposes students to both classical and contemporary mathematical techniques.

COURSE SEQUENCE

MTH 151	Analytic Geometry and Calculus I		3
MTH 152	Analytic Geometry and Calculus II		3
MTH 215	Mathematical Statistics		3
Four (4) course selected from the following:			
MTH 225	Analytic Geometry and Calculus III	(4)	
MTH 241	Linear Algebra	(3)	
MTH 242	Differential Equations	(3)	
MTH 244	Set Theory and Logic	(3)	12-13
MTH 321	Applications of Mathematics	(3)	
MTH 351	Geometry	(3)	
			21-22

Merchandising Minor

Division of Business Administration

An understanding of Merchandising can help expand job opportunities in manufacturing, wholesaling and retailing for persons from a variety of backgrounds. One may find jobs in merchandise management, buying, store operations and many other consumer-oriented positions.

It is strongly recommended that a person interested in this area should pursue practical experience in a retail operation. An experience of this type is available through the Cooperative Education Program.

COURSE SEQUENCE

BUS 230	Visual Merchandising	3
BUS 260	Textiles	3
BUS 303	Sales Promotions Management	3
BUS 305	Marketing Channels	3
BUS 335	Retail Buying	3
BUS 400	History of Costume	3
BUS 405	Visual Merchandising	3
		21

Philosophy Minor

Division of Humanities

The minor program in philosophy offers students the opportunity for intellectual liberation and refinement. The 18-credit curriculum explores philosophical problems from a variety of standpoints, fosters critical judgement, refines convictions, promotes the search for truth and encourages acceptance of many different modes of thought.

COURSE SEQUENCE

PHL 101	Contemporary Self-Images	3
PHL 225	Ethics	3
PHL 257	Philosophy of Religion	3
PHL 260	Practical Logic	3
PHL 290	Philosophy of Person	3
	Elective Course	
	OR	3
PHL 480	Independent Study	
		18

The Curricula

Minor Programs

Political Science Minor
Division of Humanities

The political science minor offers students interested in law, politics or government a useful foundation in these areas.

COURSE SEQUENCE

POL 100	American National Government	3
POL 251	Law Seminar I	3
POL 252	Law Seminar II	3
POL 315	Communism: Revolutionary Theory and Practice	3
POL 405	American Constitutional Law I	3
POL 406	American Constitutional Law II	3
POL 480	Independent Study	3
		21

Psychology Minor
Division of Professional Studies

The psychology minor can be a meaningful adjunct to any major, but is especially pertinent to the study and practice of education, nursing, occupational therapy, business administration, music therapy and social work. Focusing on the origins, development, modification, and implications of human behavior, the study of psychology has numerous applications to personal and professional life

COURSE SEQUENCE

PSY 123	Introduction to Psychology	3
PSY 232	Research Methods	3
PSY 275	Child and Adolescent Psychology	3
PSY 430	Maladaptive Behavior	3
PSY	Elective	3
		15

Religious Studies Minor
Division of Humanities

The religious studies curriculum acquaints students with the richness of religious experience. The program explores the origins of Christianity, its doctrinal development, and offers a foundation for making ethnical decisions.

COURSE SEQUENCE

RLS 100	Biblical Studies	3
RLS 103	Moral Theology	3
RLS 104	World Religions	3
RLS 106	Theology and Human Experience	3
RLS 113	Theology of the Church	3
RLS	Elective	3
		18

The Curricula

Minor Programs

Russian Area Studies Minor

Division of Humanities

The minor program in Russian Area Studies provides students with an historical perspective of the Soviet Union as a nation. The study of more than 1100 years of Russian history provides insight into past and current soviet foreign policy, communism, economics and culture.

To complete the minor a student must choose 18 credits from the courses listed. Students must include in their 18 credits History 307, 308, and 210.

COURSE SEQUENCE

HIS 101	History of Western Civilization	3
HIS 102	History of Western Civilization	3
HIS 210	History of Comparative Economics	3
HIS 307	History of Russia	3
HIS 308	History of Soviet Russia	3
POL 315	Communism: Revolutionary Theory and Practice	3
HIS 272	Facism, Socialism and Capitalism	3
HIS 480	Independent Study (Russia Area or Communism)	3
HIS 390	Junior Research Seminar (Russia or Communism Studies Theme)	3
HIS 306	The Cold War	3
		18

Writing Minor

Division of Humanities

The writing minor provides students with a variety of experiences in the written expression of ideas. The program is based on the correct and effective use of the language and offers both creative and practical application of writing skills.

COURSE SEQUENCE

ENG 103	Composition		3
ENG 105	The Research Paper		3
ENG 203	Advanced Expository Writing		3
ENG 318	The Study of Language		3
	Six (6) credits of elective courses selected from the following:		
ENG 112	Speech Communication	(3)	
ENG 339	Technical Writing	(3)	
ENG 341	Imaginative Writing	(3)	6
ENG 343	Writing for Media	(3)	
ENG 470	Internship	(3-6)	
	Internship may be taken for 3-6 credits and involves practical experience writing for local newspapers, public relations offices, etc.		
BUS 110	Business Communications	(3)	
CPS 100	Introduction to Programming: Basic	(3)	
			18

The Curricula

Elective Areas of Study

Elective courses provide a variety of experiences in the liberal arts and may be taken by any interested student whose curriculum allows for such electives.

The elective areas of study are not related to any specific degree program, that is, one cannot pursue a major, minor, specialization or certification in any of the programs described in this section. However, coursework in these areas can contribute significantly to a student's education. Some of the courses in each of the following programs are called for in the course sequence of various majors. Others are part of the College's core curriculum.

Descriptions of the courses offered in the elective areas of study may be found under the section headed **Course Descriptions.**

Art

The philosophy of the art program is based on the belief that all individuals are innately creative, and that they have a need to express that creativity. Creative outlets take many forms, one of which is artistic endeavor.

Students can choose from many different courses, some theoretical and others practical. Courses address such areas as drawing, painting, sculpture, illustration, ceramics, weaving, enameling, photography art, history, art appreciation, and contemporary art.

ART 161, Art Appreciation, is part of the core curriculum.

Geography

Geography examines the inter-relationships of people and their environment. People are directly and indirectly affected by the environment at any given moment, by weather, solar radiation, earthquakes, floods, or a walk through a rain forest or desert.

Human beings play a large part in this relationship through such actions as leveling or planting forests, building cities, draining swamps, establishing national boundaries, or polluting the air, water and land.

The study of the fight between people and the ecosphere can provide a greater understanding of self, others, and the earth.

Physical Education

Since classical times, physical fitness has been known to play a part in the development of whole, healthy individuals.

The physical education program offers a wide range of physical activities, from archery and badminton to skiing and volleyball. The courses are intended to develop and maintain students' lifetime sports skills, and impress students with the importance of sport and exercise in daily life.

Physical education courses may be applied toward graduation as elective credits.

The Curricula

Elective Areas of Study

Physics

Physics is perhaps the most basic of the sciences. It impacts directly on the study of biology and chemistry, and can be a useful adjunct to the study of mathematics.

The physics program offers courses for science majors and for students in some of the professional programs, such as medical technology and radiologic technology. Physics courses may also enrich the education of humanities majors.

Sociology

Sociology is the study of the origin, development, organization and functioning of human society. No one exists outside of a social system, so it is easy to understand how sociology can relate to any academic program.

The courses offered by the sociology program explore such subjects as anthropology, social problems, cultural minorities, the family and research methods. A background in sociology can broaden one's perspective of the world, can promote objectivity, and develop an accepting attitude with regard to different peoples and their ways of life.

Course Descriptions

Accounting (ACC)

101 Principles of Accounting I — **3 credits**
An introduction to basic accounting principles, concepts, and procedures. Topics include the accounting cycle; preparation of financial statements; accounting systems and special-purpose journals; internal control methods; inventory costing; short-term liquid assets. Weekly projects will be completed using a mainframe computer system.
Fall

102 Principles of Accounting II — **3 credits**
A continuation of basic accounting principles, concepts and procedures with emphasis on partnerships and corporations. Topics include financial statement analysis; depreciation methods; manufacturing accounting; cost and budget analysis. Students will simulate various business accounting transactions using microcomputers.
Prerequisite: ACC 101. Spring

201 Intermediate Accounting I — **3 credits**
An in depth study and analysis of items on the balance sheet, as well as discussions dealing with contemporary accounting issues. Various problems will be solved with the aid of a microcomputer.
Prerequisite: ACC 102. Fall

202 Intermediate Accounting II — **3 credits**
This second semester course focuses on the income statement and the statement of financial changes in financial position. In addition, stockholders equity, income taxes, pension costs, leases and financial statement analysis are examined in detail. Financial theory and practice cases are studied. A computer-assisted practice set will be completed using a microcomputer to review and update topics discussed in principles of accounting and intermediate accounting.
Prerequisite: ACC 201. Spring

301 Advanced Accounting I — **3 credits**
A comprehensive review and analysis of the fundamentals of consolidated financial statements. Specific topics include branch accounting, the purchase and pooling of interest methods of accounting, and intercompany transfers. Students will solve various consolidation problems with the assistance of an electronic spreadsheet consolidations template on the microcomputer.
Prerequisite: ACC 202. Fall

302 Advanced Accounting II — **3 credits**
An in-depth study of partnerships and their formation through to liquidation; government and nonprofit organizations accounting, including discussions of GAAPR's new terminology and techniques; estates, trusts and installment sales.
Prerequisite: ACC 202. Spring

Course Descriptions

Accounting (ACC)

310 Cost Accounting — **3 credits**
A study of the broad range of accounting concepts. Topics include job order costing, process costing, accounting for material, labor, and the allocation of factory overhead standard costs, variance analysis, and accounting for joint-products and by-products. A computerized practice set covering the product cost cycle in a manufacturing operation using a job order cost system is assigned.
Prerequisite: ACC 102. Fall

311 Managerial Accounting — **3 credits**
Uses of accounting data in planning and controlling business activities. Capital budgeting, inventory management, segmental reporting and regression analysis are some of the topics discussed. Microcomputer applications will be utilized.
Prerequisite: ACC 102. Spring

401 Taxes I — **3 credits**
The analysis and preparation of federal and state income tax returns based on current tax law. Tax planning is also stressed. A tax planner software program will be utilized on a microcomputer that will provide the user with the ability to do "What if" tax planning applications.
Prerequisite: ACC 202 or consent of instructor. Fall

402 Taxes II — **3 credits**
The analysis and preparation of federal and state corporation, partnership, and fiduciary tax returns based on current tax law. Tax consequences of the formation, operation and liquidation of the various forms of a corporation will be discussed in-depth.
Prerequisite: ACC 202 or consent of instructor. Spring

410 Auditing — **3 credits**
A systematic evaluation of generally accepted accounting principles and applicable auditing principles, standards and procedures. Other topics include the study and evaluation of internal control, verification of account balances, professional ethics, and statistical sampling. Case studies will be completed using a mainframe computer system.
Prerequisite: ACC 202 or consent of instructor. Fall

Course Descriptions

Accounting (ACC)

413 Accounting Cooperative Internship 1-15 credits
These credits provide on-the-job accounting experience for accounting majors with either a certified public accounting firm, government agency, or private industry. Co-op's will be offered on a competitive basis following student interviews with prospective companies. The co-op experience will begin the first Monday in January and continue for the semester. At the end of the co-op, students will return to campus and prepare to take the uniform certified public accounting exam given the first Wednesday, Thursday, and Friday in May. All courses required prior to the second semester of the second year must be taken prior to the co-op. Students will receive payment during their co-op experience. Subject to availability of placements, minimum 2.5 GPA, division and co-op director approval.
Fall/Spring

472 Accounting Internship 1-15 credits
These credits provide on-the-job accounting experience for accounting majors with either a certified public accounting firm, government agency, or private industry. Internships will be offered on a competitive basis following student interviews with prospective companies. The internship will begin the first Monday in January and continue for the semester. At the end of the internship, students will return to campus and prepare to take the uniform certified public accounting exam given the first Wednesday, Thursday, and Friday in May. All courses required prior to the second semester of the second year must be taken prior to the internship. Division approval required.
Fall/Spring

480 Independent Study 3 credits
Special investigation, with the assistance of a faculty member, of a selected topic of interest. Division approval required.
Fall/Spring

485 Special Topics in Accounting 3 credits
Topics vary from semester to semester and will be announced with preregistration information.
Fall/Spring

Course Descriptions

Art (ART)

101 Principles of Design — 3 credits
Principles and elements of design applied to problems requiring primarily two-dimensional solutions. Varied use of media.

102 Three Dimensional Design — 3 credits
Design principles applied to positive and negative space in three dimensions using a variety of materials.

103 Drawing and Composition — 3 credits
Drawing skills developed through the use of various media. Right brain perception and composition in sketching is stressed.

124 Fundamentals of Painting — 3 credits
Techniques of painting in oil and/or mixed media with stress on color theory and composition.

161 Art Appreciation — 3 credits
A survey of art from primitive to modern times.

203 Drawing II — 3 credits
A continuation of the drawing process begun in ART 103. Right brain exercises, creativity stimulation and use of advanced drawing processes are stressed.
Prerequisite: ART 103

220 Weaving I — 3 credits
Introduction to off-loom techniques: table weaving, twining, frome loom, inkle weaving and inkle pick-up.

225/226 Ceramics I — 3 credits each
Processes in handbuilt and wheelthrown pottery developed. Various glazing and decorating techniques studied.

237/238 Enameling I — 3 credits each
Technical processes, execution, experimentation and expression through enameling media.

241/242 Watercolor I — 3 credits each
Techniques of watercolor studied.
Prerequisite: ART 103, ART 124.

243/244 Painting II — 3 credits each
Exploration of painting processes in use of media and in translation of feelings and ideas into images and color. Introduction to pastel paintings as well as use of oils and acrylics.
Prerequisite: ART 124.

257/258 Sculpture I — 3 credits each
Three dimensional approach to concept, image and form. Exploration of spatial relationship, color, surface and light. Craftsmanship emphasized.
Prerequisite: ART 103 or ART 102.

Course Descriptions

Art (ART)

302/303 Drawing III — **3 credits each**
Development of a sensitivity and skill in drawing and creating personal original statements. Problem solving with multi-media.
Prerequisite: ART 103, ART 203.

304 Figure Drawing III — **3 credits**
An intensive study of drawing and painting the human figure.
Prerequisite: ART 204.

320 Weaving II — **3 credits**
Continuation of off-loom construction including tapestry, lace weaves, double weaves and basketry.
Prerequisite: ART 220.

325/326 Ceramics II — **3 credits each**
Wheelthrowing and handbuilding clay pieces, including raku and other firing techniques.
Prerequisite: ART 225/226

337/338 Enameling II — **3 credits each**
Further study of transparent and opaque enamels and cloisonne technique.
Prerequisite: ART 237/238.

341/342 Watercolor II — **3 credits each**
Continued development of watercolor processes with a more complex approach to subject matter and composition.
Prerequisite: ART 241/242.

343/344 Painting III — **3 credits each**
Exploration of new painting media combined with traditional techniques. Development of personal statements encouraged.
Prerequisites: ART 124, ART 243/244.

357/358 Sculpture II — **3 credits each**
Concentration on contemporary sculpting materials and advanced techniques.
Prerequisites: ART 257/258.

365 Elementary Art Methods — **3 credits**
A course based on the aesthetics and philosophy of humanistic education as meeting the self-expressive needs of children. Weekly sessions are divided into lectures and direct hands-on experience. The class promotes understanding of the art processes children need, and develops empathy for their art through experience with similar methods.

402/403 Drawing IV — **3 credits each**
More experimentation and expansion in personal drawing statements.
Prerequisites: ART 103, ART 203, ART 302/303.

Course Descriptions

Art (ART)

413 Art Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

425/426 Ceramics III — **3 credits each**
Handbuilding technique employed in creating sculptural forms using low-fire glazes.
Prerequisites: ART 225/226, ART 325/326.

437/438 Enameling III — **3 credits each**
Execution of various enameling techniques and development of individual style.
Prerequisites: ART 237/238, ART 337/338.

443/444 Painting IV — **3 credits each**
Selected problems in creative painting processes with emphasis on individual style and intensive media experiences.
Prerequisites: ART 124, ART 243/244, ART 343/344.

457/458 Sculpture III — **3 credits each**
A continued emphasis on understanding of form in space using varied traditional and contemporary sculpture media.
Prerequisites: ART 257/258, ART 357/358.

470 Introduction to Art Therapy — **3 credits**
A basic investigation of art therapy principles, the techniques used by therapists, and the resources available to the field.

490 Independent Study in Art — **3 credits**
Independent study under a contract agreement in an area chosen by the student with the direction of an art program faculty member. The course may be taken only during the senior year and with the permission of the instructor.

Course Descriptions

Biology (BIO)

101 General Botany and Biological Principles — 4 credits
Introductory principles of biology and a study of the plant kingdom from thallophytes to spermatophytes. Field studies of local plant communities. Introduction to plant anatomy, taxonomy and ecology.
Lecture: 3 hours. Laboratory: 2 hours.

102 General Zoology — 4 credits
Zoological principles and their implications in the animal kingdom. Ecological and evolutionary tendencies of major vertebrate and invertebrate groups with consideration of anatomy and physiology of representatives.
Lecture: 3 hours. Laboratory: 2 hours.

103/104 General Biology — 3 credits each
The study of the fundamental principles and modern theories of biology. Emphasis on the value of biology in relation to humans.
Lecture: 2 hours. Laboratory: 2 hours.

127/128 Anatomy and Physiology — 4/3 credits
A general introduction to the fields of human anatomy and physiology. Particular emphasis on the study of the skeletal system.
127 Lecture: 3 hours. Laboratory: 2 hours.
128 Lecture: 2 hours. Laboratory: 2 hours.

131 Field Biology — 3 credits
Familiarization with local plants and animals based on actual field observation and collection. Includes sampling of forest, field and pond habitats.
Lecture and field work: 3 hours.

205 Anatomy and Physiology — 3 credits
A study of the anatomy and physiology of the human body.
Lecture: 3 hours.

211/212 Anatomy and Physiology — 4 credits each
A detailed study of the structure and function of the human body. Emphasis on physiology phenomena and concepts.
Lecture: 3 hours. Laboratory: 2 hours.

227 Bacteriology — 4 credits
General morphology and physiology of bacteria, yeasts, molds and viruses. Study of infection and immunity. Special studies of foods, water and sewage with reference to health and sanitation.
Lecture: 3 hours. Laboratory: 2 hours.

241 Genetics — 4 credits
A detailed study of the principles of heredity. Both molecular and classical genetics are covered in depth.
Lecture: 3 hours. Laboratory: 2 hours.

Course Descriptions

Biology (BIO)

243 General Microbiology — **4 credits**
Fundamental principles and techniques of microbiology including general morphology, ecology and physiology of micro-organisms, methods of study, identification, destruction and control.
Lecture: 3 hours. Laboratory: 2 hours.

251/252 Comparative Anatomy and Histotechnique — **4/4 credits**
An integral study of the tissues, organs and systems of the human compared to those of selected vertebrates. Laboratory dissection and tissue preparation for microscopic study.
Lecture: 3 hours. Laboratory: 2 hours.

262 Radiation Biology — **3 credits**
A study of the effects of ionizing radiation on living matter; changes in the biochemistry, micro-and macro-morphology, genetics and embryology which are produced by ionizing radiation.
Lecture: 3 hours.

322 Comparative Embryology of Vertebrates — **3 credits**
A comprehensive study of the development of the vertebrates.
Lecture: 2 hours. Laboratory: 2 hours.
Prerequisites: BIO 102, BIO 251, BIO 241.

330 Parasitology — **1 credit**
A survey of the most important parasites affecting humans. Life cycles, structures and taxonomy will be studied. Selected parasites of animals that can involve people in their life cycles will also be included in the course.
Lecture and Laboratory

346 General Physiology — **4 credits**
A detailed study of the function of the muscular, nervous, endocrine, cardiovascular, respiratory and excretory systems. Laboratory experiments deal with the physiology of humans and lower vertebrates.
Lecture: 3 hours. Laboratory: 3 hours.

360 Immunology — **1 credit**
Fundamentals of immunology, including definitions and relationships of antigens and antibodies.

413 Biology Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

415 Human Genetics — **3 credits**
An in-depth study of the genetics of human populations. Topics discussed include mutations, environmental effects of mutation rates, polygenic inheritance and genetic counseling.
Lecture: 3 hours.
Prerequisite: BIO 241 or equivalent.

Course Descriptions

Biology (BIO)

425 Ecology — **4 credits**
A study of the relationships between plants, animals and other components of the total environment.
Lecture: 3 hours. Laboratory: 2 hours.

435 Cell Biology — **3 credits**
A detailed study of the morphology and physiology of cells. Special emphasis is placed on the inter-relationship between molecular structure and cell function.
Prerequisites: BIO 241, CHM 353 (may be taken concurrently.)

475 Instrumentation and Technique — **3 credits**
Provides students with an understanding of selected instruments and techniques currently used in biological research and medical technology.
Lecture: 1 hour. Laboratory: 4 hours.
Prerequisites: 16 credits in biology.

480 Biological Research — **1-2 credits**
Course provides opportunity for student laboratory or theoretical research under staff supervision. Permission of divisional chair is required.
Prerequisites: 24 credits in Biology
Laboratory fee required.

485 Special Topics — **1-4 credits**
Topic may vary from semester to semester and will be announced with preregistration information and course hours.

487 Independent Study — **1-3 credits**
Special investigation of a selected topic.

490 Coordinating Seminar — **1 credit**
An introduction to the literature of biology. Topics discussed vary according to the needs and interests of the students.
Prerequisites: 24 credits in biology.

Course Descriptions

Business Administration/ Business Information Systems (BUS)

101 **Management I** **3 credits**
The basic principles of management, with emphasis on planning, organizing, staffing, directing and control. The nature of the managerial process within the formal and informal structure will be studied.
Fall

102 **Management II** **3 credits**
A continuation of BUS 101 with emphasis on the application of management theory as it relates to real world situations. Actual cases are studied as well as the utilization of computer simulations to directly involve students.
Prerequisite: BUS 101. Spring

140/141 **Quantitative Methods I/II** **3/3 credits**
A study of the use of quantitative methods for business decisions with emphasis on descriptive statistics, probability, probability distributions, hypothesis testing, correlation and regression, analysis of variance, forecasting, pert, decision trees, linear programming, sensitivity analysis, transportation networks, simulation and queues. The computer will be utilized.
Fall/Spring

170 **Marketing I** **3 credits**
A general overview of the basic marketing philosophies, principles, and practices relevant to small and large profit and nonprofit organizations, buyers, and sellers. Special emphasis on the marketing mix: product, price, promotion, and distribution.
Spring

171 **Marketing II** **3 credits**
A continuation of BUS 170. Emphasis on the application of the marketing theory to real world situations. The computer will be utilized to assist in marketing analysis and decision making.
Prerequisite: BUS 170. Fall

205 **Macro Economics** **3 credits**
The study of macro economics. An introduction to the science of economics, with particular attention to the market mechanisms of supply and demand, unemployment, inflation, government, and the application of fiscal and monetary policy to solve current economic problems.
Fall

206 **Micro Economics** **3 credits**
The study of micro economics. Topics covered include the behavior of consumers and business firms, market demand and supply, elasticity, and the basic market structures of competition, monopoly, monopolistic competition and oligopoly. Students run a business, using a computer simulation, which will demonstrate several of these economic concepts.
Spring

Course Descriptions

Business Administration/ Business Information Systems (BUS)

210 Comparative Economics — **3 credits**
Varying themes in the historical development of economic systems, including the development of the Soviet economy.
Prerequisite: BUS 205. Spring

225 Clothing Design — **3 credits**
A study of the fundamental principles underlying clothing construction and its effect on quality control and buying techniques. The social psychological importance of clothing and how it sets the tone for the conceptual approach to understanding the interrelationships between individual and collective behavior.
Offered as needed.

230 Merchandising — **3 credits**
A study of the manner in which fashion products are conceived, produced, and finally distributed to ultimate consumers. To provide a comprehensive up-to-date presentation of the many different industries and services involved in the business of fashion, discussion will include: fashion business terminology, the nature of fashion, fashion sales promotion, and fashion coordination.
Fall.

260 Textiles — **3 credit**
A study of the inter-relationships of fibers, yarns, fabric constructions and finishes; discussion of textile behavior and performance.
Spring.

290 Promotion Tools — **3 credits**
A comprehensive study of the theory and practical applications of advertising and public relations as forms of communication in marketing. The student will gain an understanding of strategic planning, objective setting, tactical decision making, research, message, and vehicle selection and execution.
Prerequisite: BUS 170. Fall

303 Sales Promotion Management — **3 credits**
This course is oriented to the managerial and the strategic aspects of sales management. Emphasis is placed on objective setting, planning strategies; organizing, coordinating, and displaying resources; decision making; and controlling. Interpersonal selling techniques are explored and discussed.
Spring.

305 Marketing Channels — **3 credit**
This course provides a basic foundation of marketing channel concepts within a managerial framework as well as the role played by channel participants at the manufacturer, wholesaler, and retailer levels. Physical distribution and management strategies will also be discussed.
Prerequisite: BUS 170. Fall

Course Descriptions

Business Administration/ Business Information Systems (BUS)

335 Retail Buying — 3 credits
Foundation knowledge of the current policies and procedures used in retail buying and merchandising. Included are merchandise control, pricing, and merchandise arithmetic. The focus will be on developing the skills necessary for decision making in a retail buyer's day-to-day world of planning and control. Discussion will include assortment planning and quantitative merchandising. Spring.

350 Money and Banking — 3 credits
A study of the principles of money, interest rates, inflationary and deflationary pressures, and the development of the banking system with emphasis on the federal reserve system, monetary and fiscal policy.
Prerequisite: BUS 205. Fall

371 Business Financial Management — 3 credits
A study of the financial problems associated with the life cycle of a business. Includes estimating the financial needs of an enterprise, breakeven point, operating leverage, capital structure, stocks and bonds, and working capital management. Microcomputers will be used to aid in problem solving.
Prerequisite: ACC 101. Fall

382 Personnel and Industrial Relations — 3 credits
A study of the role of work in society and its effect on organizations. The nature of personnel management, the legal influences on personnel decisions, recruitment, selection, training, compensation, service and benefit programs, the major problems and recent developments in labor relations. The computer may be utilized to apply these concepts.
Prerequisite: BUS 101. Spring

385 Production and Operations Management — 3 credits
A systematic study of current production theories and practices including facilities provision and maintenance, capacity planning, facility location, layout planning, product design, inventory control and aggregate planning and scheduling. Emphasis on terminology, general concepts and specifics of different solution techniques, and methodologies.
Prerequisite: BUS 101, BUS 140. Fall

390 Human Relations Management — 3 credits
This course emphasizes the human relations skills that are required by all successful managers. It focuses on motivation, leadership, and communication techniques. Case studies, role playing, and discussion are employed for understanding individual, group, and organizational relationships.
Prerequisite: BUS 101. Spring

400 History of Costume — 3 credits
A study of historic costumes showing their relationship to social, economic, and cultural patterns. The application of costume history to modern dress and sales forecasting.
Fall

Course Descriptions

Business Administration/ Business Information Systems (BUS)

405 Visual Merchandising **3 credits**
The focus of this course is on the components of visual merchandising necessary for effective merchandise presentation, image, store design, and management interaction. The principles and techniques presented denote the importance of the visual/artistic aspect of the merchandising function. The emphasis of the course is on the how and why of display.
Spring

410 Legal Environment of Business **3 credits**
A study of the general aspects of law essential to the legal environment of business relations. A look at the nature of law and its sources and the various laws that determine both the rights and obligations regarding business transactions and organizations.
Fall

413 Business Cooperative Internship **3-12 credits**
Academic study combined with work experience in the community. Subject to availability of placements, minimum 2.5 GPA, division and co-op director approval. Students will receive payment during their co-op experience.
Fall/Spring/Summer

420 Small Business Management **3 credits**
This course focuses on management practices unique to small businesses. It prepares the student for small business ownership, identifies characteristics of small businesses, and describes the rewards and problems involved in managing retail stores, service firms and manufacturing firms.
Prerequisite: BUS 101. Fall

421 Special Topics in Marketing **3 credits**
This course is an opportunity for students to explore nontraditional marketing phenomena. Great societal marketing opportunities exist in organizations other than business firms. Special areas of marketing which need attention include: nonprofit, health care, education, idea, place, political candidate, service, and international marketing.
Prerequisite: BUS 170. Spring

430 Management Information Systems **3 credits**
An interdisciplinary study which views information as an economic resource. The course focuses on computer-based information systems that support the operations, management and decision functions of an organization. The study explores the basic technical behavioral, economical and organizational concepts relevant to information, decision making, and systems. Topics include the methodology and practice of developing a computerized information system; the organization, management and control of the information system, and the social impact of information technologies.
Spring

Course Descriptions

Business Administration/ Business Information Systems (BUS)

440 Marketing Management — **3 credits**
A comprehensive study of the management function in marketing. Focus is on analysis, planning, and control of the marketing mix. Decision making skills are developed through the use of a computer simulation which requires students to manage a firm by making decisions regarding price, production, advertising mode, advertising content, advertising budget, personnel, research and development, and production costs.
Prerequisites: ACC 101, BUS 101, BUS 170. Fall

450 Marketing Research — **3 credits**
This course is intended to give the student a comprehensive and practical overview of the field of marketing research. It emphasizes an applied approach with applications that give students an understanding of the scope of marketing research. The computer will be utilizied to analyze research data.
Prerequisite: BUS 170, BUS 140/141. Fall

451-464 Special Topics in Business — **1-3 credits**
Topics vary from semester to semester and will be announced with preregistration information.
Fall/Spring

472 Business Administration Internship — **1-6 credits**
On-the-job training in the business community. Students must have senior status, a GPA of 2.5 or above, and division approval to participate.
Fall/Spring

480 Independent Study — **1-3 credits**
Special investigation, with the assistance of a faculty member, of a selected topic of interest. Division approval required.
Fall/Spring

491 Seminar in Business Policies — **3 credits**
The case method technique is used to study managerial problems and the decision making process. Areas covered include strategic planning, setting goals and objectives, marketing, managing, production, public relations, personnel, human relations, and financial management. Computer simulations are used to involve students in decision making in the various areas of the business firm. Graduating seniors and qualified juniors only.
Spring

Course Descriptions

Chemistry (CHM)

103/104 General Chemistry — 3 credits each
Fundamental laws and theories of chemistry. Satisfies the six credit science core requirement.
Lecture: 2 hours. Laboratory: 2 hours.

133/134 Chemical Principles — 4 credits each
Comprehensive study of the fundamental laws and theories of chemistry. Properties and uses of the more common elements and their compounds, principles and techniques of systematic qualitative analysis and an introduction to quantitative laboratory procedures.
Lecture: 3 hours. Laboratory: 3 hours.
Prerequisite: High school chemistry or permission of the program director.

203 Introduction to Organic Chemistry — 4 credits
Survey of carbon compounds, their reactions and uses. For non-chemistry majors and minors.
Lecture: 3 hours. Laboratory: 2 hours.
Prerequisite: CHM 104.

204 Introduction to Biochemistry — 3 credits
Survey of carbohydrates, fats and proteins. Designed for nursing students or to satisfy core curriculum requirements.
Lecture: 3 hours.
Prerequisite: CHM 203.

243/244 Organic Chemistry — 4 credits each
Principal functions of aliphatic and aromatic carbon compounds, theory and mechanisms of reactions; preparation of a variety of organic compounds.
Lecture: 3 hours. Laboratory: 3 hours.
Prerequisite: CHM 134.

264 Inorganic Quantitative Analysis — 5 credits
Theory and laboratory procedures in typical volumetric, colorimetric and gravimeter analysis.
Lecture: 3 hours. Laboratory: 6 hours
Offered in alternate years.

343 Physical Chemistry I — 4 credits
Scientific treatment of states and structure of matter; thermodynamics; thermochemistry.
Lecture: 2 hours. Laboratory: 4 hours.
Prerequisites: CHM 134, CHM 244, CHM 264, PHY 221, PHY 222, MTH 151, or MTH 152.
Offered spring alternate years.

353 Biochemistry — 3 credits
Physical principles, carbohydrate metabolism, enzymology and energetics.
Lecture and demonstration hours.
Prerequisite: CHM 244.

Course Descriptions

Chemistry (CHM)

411 Instrumental Methods of Analysis — **4 credits**
Theory and operational techniques in spectroscopy, potentiometry, electrochemistry, chromatography and other special methods.
Lecture: 2 hours. Laboratory: 6 hours.
Prerequisites: CHM 244, CHM 264, PHY 221, PHY 222.

413 Chemistry Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

456 Quantitative Organic Analysis — **3 credits**
Methods of preparation, identification and purification of organic compounds.
Conference and laboratory hours.
Prerequisites: CHM 243, CHM 244.

Course Descriptions

Child Welfare Services (CWS)

363 Child Welfare Services **3 credits**
Introduction to the policies and services that comprise the child welfare system in the community. Examination of supportive and substitute services, worker roles and activities, and service effectiveness.

392 Child Abuse and Neglect **3 credits**
A practice-oriented course for students who intend to work in a protective service role. Abuse and neglect, causes, legal sanctions for intervention, treatment approaches, case planning, and service.

393 Child Welfare Law **3 credits**
Examination of the laws on which child welfare workers rely to promote the rights of families and children. State and local laws that provide services to families and children, legal resources for offenders, child welfare service provision in specific areas, e.g. adoption.
Prerequisite: CWS 363 or permission of instructor.

395 Foster, Residential and Adoptive Care **3 credits**
Assessment, case planning and the provision of services in foster care, in residential facilities and for child adoption.
Prerequisite: Permission of instructor.

Course Descriptions

Computer Science (CPS)

100 Introduction to Programming – BASIC 3 credits
Problem solving methods; algorithm development; procedural and data abstraction; program design, BASIC programming. Intended for students who **do not** plan to continue with other Computer Science courses.

101 Introduction to Programming – Pascal 3 credits
Problem solving methods; algorithm development; procedural and data abstraction; program design, Pascal programming. Intended for students who plan to continue with other Computer Science courses.

121 Computer Programming 3 credits
Control structures, top-down programming and stepwise refinement. Debugging, testing and documentation.
Lecture: 2 hours. Laboratory: 2 hours.
Prerequisite: CPS 101 or knowledge of Pascal and permission of instructor.

132 Microcomputer Hardware and Software Concepts 3 credits
Survey of technical topics related to computer systems with an emphasis on the interdependence of hardware architecture, operating systems, and applications software. Microcomputer systems and software used for examples.
Prerequisite: CPS 100 or CPS 101.

Special Topics

Prerequisite for all Special Topics courses: CPS 100 or CPS 101 or consent of instructor.

181 ST:	COBOL Programming I	1 credit
183 ST:	FORTRAN Programming I	1 credit
185 ST:	Pascal Programming I	1 credit
191 ST:	Computer Graphics	1 credit
193 ST:	Statistical Computing	1 credit
195 ST:	Office Automation	1 credit
197 ST:	Text Editing and Formating	1 credit

Course Descriptions

Computer Science (CPS)

221 Introduction to Computer Systems 3 credits
Basic concepts of computer systems and computer architecture. Machine and assembly language programming.
Lecture: 2 hours. Laboratory: 2 hours.
Prerequisite: CPS 121.

222 Introduction to Computer Organization 3 credits
Organization and structure of the major computer components; mechanics of information transfer and control within the digital computer system; fundamentals of logic design and computer arithmetic.
Prerequisite: CPS 121

231 Introduction to File Processing 4 credits
File terminology, structure and manipulation techniques. Sequential and random access bulk storage devices. Applications of data structures and file processing techniques. Introduction to COBOL.
Lecture: 3 hours. Laboratory: 2 hours.
Prerequisite: CPS 121.

232 Data Structures and Algorithm Analysis 3 credits
Design and analysis of non-numeric algorithms, particularly for sorting/merging/searching. Algorithm testing and complexity.
Prerequisite: CPS 231.

321 Operating Systems and Computer Architecture 3 credits
Organization and architecture of computer systems at the register-transfer and programming levels; operating systems principles; inter-relationship of the operating system and the architecture of computer systems.
Prerequisites: CPS 221, CPS 222 (CPS 231 also recommended).

331 Organization of Programming Languages 3 credits
Features, limitations, organization and run-time behavior of programming languages. Formal study of programming language syntax, grammar and data and control structures. Examples of language implementations. Continued development of problem solution and programming skills.
Prerequisite: CPS 121 (CPS 221 and 231 strongly recommended).

Course Descriptions

Computer Science (CPS)

411 Computer Systems Management — **3 credits**
Introduction to the management of a computer facility, with emphasis on organization, personnel, planning, user services, and the management of software development.
Prerequisite: Consent of instructor.

412 Computers and Society — **3 credits**
Concepts of social value and valuations; the effects of computers on society; professional ethics in decisions concerning social impact; tools and techniques used to solve problems related to social consequences of computers.
Prerequisites: CPS 121 and one of the following: CPS 221, CPS 222, CPS 231.

413 Computer Science Cooperative Education — **3-6 credits**
Academic study combined with work experience in the community.

421 Introduction to Numerical Analysis — **3 credits**
Numerical techniques for solving equations, systems of linear equations, and differential equations. Numerical interpolation and approximation. Integration and differentiation.
Prerequisites: CPS 121, MTH 241.

431 Software Design and Development — **3 credits**
Design techniques, organization and management of large scale software development. Students work in programming teams on a major development project.
Prerequisite: CPS 232 (CPS 331 strongly recommended).

432 Database Management Systems Design — **4 credits**
Introduction to database concepts, data models, data description languages, query facilities, file and index organization. Data integrity, reliability and security. Students work with real database management systems.
Prerequisite: CPS 232

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.

Course Descriptions

Developmental Education

EDU 010 — **Reading/Study Skills**
Students who demonstrate a reading deficiency must successfully complete EDU 010. The course is designed to improve reading efficiency and introduces students to study skills needed for success in college.

ENG 010 — **Basic Writing**
Students who demonstrate a deficiency in writing must successfully complete ENG 010. The course is designed to improve students' organizational skills and ability to write clear, effective English sentences. Students may not enroll in ENG 103 (English Composition) until they successfully complete ENG 010. Students **must** enroll in ENG 103 immediately after successfully completing ENG 010.

MTH 010 — **Basic Mathematics**
Students who demonstrate a deficiency in mathematics must successfully complete MTH 010. The course is designed to improve students' basic mathematical skills and prepare them to succeed in college courses. Students may not enroll in any core mathematics course until they complete MTH 010. Students successfully completing MTH 010 will be placed in an appropriate core course in MATH BANK I, depending on the results of a placement examination. Students **must** enroll in the appropriate Math Bank I course immediately after successfully completing MTH 010.

NOTE: Developmental Education credits are *not* applicable for graduation.

Course Descriptions

Education (EDU)

100 Educational Foundations — **3 credits**
An introductory study of American educational systems including historical, philosophical, and sociological considerations. The status of contemporary education practices and future trends are discussed.

101 Educational Seminar — **0 credit**
New students are introduced to the teaching profession and to the college teacher education programs.

200 Educational Psychology — **3 credits**
Focuses on psychoeducational theories which explain the teaching-learning process. Applications of various learning theories are discussed.

220 Basic Methods — **1.5 credits**
An introduction to the general strategies of teaching. Lesson planning and presentation strategies, scheduling, record keeping, assessment, and audio/visual materials are discussed.

221 Science Methods — **1.5 credits**
Curriculum topics in elementary science are explained and specific strategies are developed.
Prerequisite: EDU 220.

222 Language Arts Methods — **1.5 credits**
Curriculum topics in elementary language arts (spelling, penmanship, grammar, writing, etc.) are explored and specific strategies are developed.
Prerequisite: EDU 220.

223 Social Studies Methods — **1.5 credits**
Curriculum topics in elementary social studies are explored and specific strategies are developed.
Prerequisite: EDU 220.

224 Health Methods — **3 credits**
Curriculum topics in elementary health education are explored. Issues in health education such as nutrition, sexual development, physical fitness, medical interventions, medications, and substance abuse are highlighted.

Course Descriptions

Education (EDU)

260 Classroom Management — **3 credits**
Classroom management issues are discussed. Discipline and motivational strategies are developed.

320 Reading Methods I — **3 credits**
The nature of the reading process and fundamentals of group instruction in reading are highlighted. Elementary curriculum and materials are studied.
Prerequisite: EDU 220.

321 Reading Methods II — **3 credits**
Methods of identification of reading disorders are explained. Corrective and remedial strategies are developed.
Prerequisite: EDU 320.

322 Mathematics Methods — **3 credits**
Curriculum topics in elementary mathematics education are explored. Specific strategies are developed. Students are introduced to computer-based instruction.
Prerequisite: EDU 220.

323 Communication Disorders — **3 credits**
A study of the causes, diagnosis, and treatment of organic and functional speech and language disorders.

325 Art Methods — **1 credit**
Curriculum topics in art education are explored. Ways art is integrated into the total school program are discussed.
Prerequisite: EDU 220.

326 Music Methods — **1 credit**
Curriculum topics in music education are explored. Ways music is integrated into the total school program are discussed.
Prerequisite: EDU 220.

327 School Law — **1 credit**
Educational law issues are explored. Topics related to the rights and responsibilities of students and teachers are discussed.

362 Early Childhood Curriculum — **3 credits**
Curriculum areas which facilitate child development are explored.
Prerequisite: EDU 220.

Course Descriptions

Education (EDU)

363 Early Childhood Methods — **3 credits**
Focuses on content, methods, and materials used to facilitate child development.

369 Children's Literature and Storytelling — **3 credits**
Curriculum topics in elementary literature studies are explored. Uses of children's literature and storytelling techniques are developed.

380 Senior Seminar — **0 credits**
Prepares students for their student teaching semester and for dealing with issues related to certification and employment.

400 Parents — **3 credits**
Parenting styles and techniques are discussed and their impact on teaching and learning are explored. Parent-teacher communication issues and strategies are developed.

413 Cooperative Education — **3-6 credits**
Academic study combined with work experience in the community.

480 Independent Study — **1-2 credits**
Students, with the assistance of faculty mentors, investigate selected topics.

485 Special Topics — **1-2 credits**
Mini-courses are offered on various topics. Students may elect special topics courses.

495/499 Student Teaching and Seminar — **9 credits**
Students spend 15 weeks practice teaching in local schools under the guidance of an experienced teacher and a college supervisor. Weekly seminars are scheduled.

701/708 Field Experience — **0 credit**
Students are expected to spend one-half day per week each semester from the second semester of their freshman year to the first semester of their senior year observing and working in community classrooms. Certain courses require projects to be completed during field experiences.

Course Descriptions

English (ENG)

103 Composition — **3 credits**
Instruction and practice in writing skills for college and professional life.

105 The Research Paper — **3 credits**
Instruction and practice in writing research papers from the choice of a topic to completion of the final draft.
Variable lecture/discussion and laboratory hours.
Prerequisite: ENG 103.

110 Business Communications — **3 credits**
Personal and business communication skills including reading, listening and coping with personal and organizational change. Techniques of written and oral communication taught through laboratory experience.

112 Speech Communication — **3 credits**
A content and performance oriented course designed to teach the importance of speech communication in today's society. Basic principles of speech communication; application of principles through the creation of communication messages; giving and receiving constructive criticism; avoiding communication breakdowns.

120 Theatre Production — **1 credit**
The preparation and presentation of productions including rehearsal, performance, stage management, scenery production, constructing properties, lighting, sound, costumes, programs, box office, publicity, etc. May be repeated for credit.

201/202 History of the Theatre and Drama — **3 credits each**
A complete survey of the physical and dramatic development of the theatre from pre-Greek to modern times. Readings in dramatics, literature and criticism of the various periods. 201 covers pre-Greek to Elizabethan period. 202 covers French Neo-Classicism to 20th century.

203 Advanced Expository Writing — **3 credits**
Writing clear expository prose. Practice in the major modes of exposition; rhetorical strategies and their influences on style.
Prerequisite: ENG 103.

221/222 Major British Writers — **3 credits each**
A study of twelve or more British writers each semester. 221 covers Chaucer to Johnson; 222 covers Blake to Heaney,
Prerequisite: ENG 103.

247/248 American Literature — **3 credits each**
A study of American writers. 247 covers the colonial period to Walt Whitman; 248 covers the Age of Realism to the 20th century.
Prerequisite: ENG 103.

Course Descriptions

English (ENG)

266/267 Western World Literature — **3 credits each**
A survey of major European literature, with emphasis on the ways in which specific works reflect the cultural values and historical situations of the people who produced them. The first semester (266) covers the classical and medieval periods; the second semester (267) includes selected readings in European literature from the Renaissance to the 20th century.
Prerequisite: ENG 103.

315 Introduction to Mass Communication — **3 credits**
A study of the origins, development, techniques and social roles of the major forms of media. Radio, television, film, newspapers, periodicals and advertising.
Prerequisite: ENG 103.

318 The Study of Language — **3 credits**
A study of the roots of American English. Structure, grammar, syntax, forms and functions. Historical principles on which English language is based; major influences on its development since 1066; brief survey of current usage.
Prerequisite: ENG 103.

339 Technical Writing — **3-6 credits**
Technique and practice in writing basic technical reports. Guidelines for scientific reporting; memoranda; progress reports; formal documents.
Prerequisite: ENG 103.

341 Imaginative Writing — **3-6 credits**
Development of writing skills in poetry, short stories, journals, essays, letters. Students select one or more areas of specialization under a contract work agreement with the instructor. Number of students limited. Lecture and laboratory.
Prerequisites: ENG 103 and permission of instructor.

343 Writing for Media — **3 credits**
Basic communication technique with emphasis on news values, reporting and writing.
Prerequisite: ENG 103.

350 Medieval and Renaissance Literature — **3 credits**
Intensive study of one or more selected authors, genres or movements, including such topics as Chaucer, Shakespeare, Elizabethan drama, the pastoral, metaphysical poetry. Specific topic announced before registration.
Prerequisite: ENG 103.

351 Restoration and Eighteenth Century Literature — **3 credits**
Intensive study of one or more selected authors, genres or movements, including such topics as Restoration Drama, the Age of Pope, satire, biography, and the beginnings of the novel. Specific topic announced before registration.
Prerequisite: ENG 103.

Course Descriptions

English (ENG)

352 Nineteenth Century Literature — **3 credits**
Intensive study of one or more selected genres or movements including such topics as Romanticism, Victorian studies, the American Renaissance, the novel, biography. Course may cover American or British literature. Specific topic to be announced before registration.
Prerequisite: ENG 103

353 Twentieth Century Literature — **3 credits**
Intensive study of selected authors, genres or movements, including such topics as modern fiction, modern drama, British poetry, contemporary American novels. Course may cover British or American literature. Specific topic announced before registration.
Prerequisite: ENG 103.

413 English Cooperative Education — **3 credits**
Academic study combined with work experience in the community.

415 Selected Studies in Literature — **3 credits**
Intensive study of one or more authors, genres or movements in British, American or World literature. Material may cross national, chronological or disciplinary lines, for example, literature of women, literature of the old and aging, and other pertinent topics. Students may request areas for study. Specific topic will be announced before registration.
Prerequisite: ENG 103.

470 Internship — **3-6 credits**
Directed studies in all phases of communications.
Prerequisite: ENG 103.

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.
English majors only.
Prerequisite: ENG 103.

Course Descriptions

Foods and Nutrition (F&N)

113 Nutrition For Life — **3 credits**
Basic information on nutrition to help individuals plan a sensible eating pattern for healthful living throughout life. Special consideration given to nutrition related diseases, vegetarian diets, weight control, and eating disorders.

205 Nutrition in Childhood — **3 credits**
Principles of nutrition and the methods and techniques for teaching these principles to children.
Lecture: 3 hours.

241 Fundamentals of Nutrition — **3 credits**
A study of the major nutrients including characteristics, functions and metabolism. Inter-relationship of nutrients; effects of inadequate and excessive intake; principles of energy metabolism; study of student's energy requirements.
Prerequisite: CHM 104 or permission of instructor.

324 Nutrition and Aging — **3 credits**
A review of the principles of nutrition and the application of these principles to the elderly. Nutrients and their selection, use and intake; the role of nutrition in maintenance of health and prevention of disease.
Prerequisite: F&N 241 or permission of instructor.

Course Descriptions

Geography (GEOG)

201 Earth Science — **3 credits**
A study of earth's physical environment. Astronomy, weather and climate, oceans, rocks, minerals and landforms are explored individually and in relation to one another.

202 Cultural World Geography — **3 credits**
A survey of the earth's people and their relationships to the total environment. Europe, Africa, the Middle East, Australia, Asia, the Soviet Union, Latin America, the United States and Canada.

204 Medical Ecology — **3 credits**
A study of disease in the context of particular times and places. The various relationships that exist in disease complexes.

206 Environmental Problems — **3 credits**
An ecological study of a person's interaction with the total environment. Problems associated with air, land and water pollution; radiation dangers; plant and animal intruders; urban development; population.

220 The American Indian — **3 credits**
A survey of the American Indian from pre-Columbian times to the present. Study of Indian tribal groups including ways of life, value systems, methods of survival in varied environments, and interaction with other cultures. The cross-cultural conflicts experienced by Indians today.

350 Selected Regional Topics — **3 credits**
Developmental patterns of physical, economic, cultural and political geography in one of the following regions: Anglo-American, Latin America, Europe, Asia, Soviet Union.

413 Geography Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.

Course Descriptions

Gerontology (GER)

241 Introduction to Social Gerontology 3 credits
Introduction to the study of aging as just one of many normal life processes in contemporary culture. Issues discussed include the biological, psychological and sociological aspects of aging and the implications of those aspects.
GER 241 is a prerequisite for all other gerontology courses.

242 Aging, Leisure and Recreation 3 credits
Focuses on the concept of leisure as a value and as a socially significant activity. Study of the theory and practice of leisure activities with regard to the elderly in the community and in institutions.

255 Sociology of Aging 3 credits
The origins and scope of interests on aging as a social phenomenon; presuppositions that underlie the study of age-related changes; the lifespan context in which aging takes place. Topics include the relationship between age and social structure; roles and status of the elderly; integrated relationships; aging and social institutions; death and dying.

276 Psychology of Aging 3 credits
The psychological impact of age-related changes that occur between early and late maturity. Topics include changes in perceptual abilities, intellect and learning capabilities in late life; adjustment to retirement; role changes; and environmental issues which contribute to psychological health.

292 Older Women 3 credits
Focuses on the experience of aging as a woman in an agist and sexist society. Emphasis on the image of the older woman, her physical and mental health, life patterns and economic security.

304 Nutrition and Aging 3 credits
The application of the principles of nutrition to the special needs of the elderly. An understanding of the basic nutritional needs of the aging for students without formal training in nutrition. Students with no previous course work in nutrition may be required to complete additional assignments.

306 Health and Physiology of Aging 3 credits
A study of the effects of aging individuals' physiological changes on overall health. Identification of prevalent health problems in the aging; common conditions of each body system and their distinct features in the elderly; importance of rehabilitation to health maintenance and wellness. Students with no previous course work in physiology may be required to complete additional assignments.

358 Counseling the Older Adult 3 credits
The effective use of individual and group counseling techniques for older persons with emotional or social difficulties in adjusting to the aging process.

Course Descriptions

Gerontology (GER)

375 Aging Policies and Programs — **3 credits**
The historical development and current implementation of social policies for the aging. Discussion of policies affecting income, health care, social services, and volunteerism.

392-393 Seminar — **3 credits each**
In-depth study of a special topic or area of interest. Small group discussion format for advanced students.

410 Adult Protective Services — **3 credits**
Examination of the needs and potentialities of the most vulnerable and frail of the nation's elderly population. Study of the philosophy and delivery of protective services for the elderly.

413 Gerontology Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

415 Literature and Aging
Attitudes towards the aging as reflected in novels, plays, poems and short stories. Comparison of literary images of the aging with current information about aging as a normal process. Themes include death, mourning, loneliness and sexuality.

470 Practicum — **3 credits**
Work experience in a selected agency which provides services to the aged. Practicum supervised by an agency representative; education directed by faculty. Direct service to clients.

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.

Course Descriptions

History (HIS)

101/102 History of Western Civilization — 3 credits each
Study of the main currents in Western cultural and political development. Emphasis on European history from the Renaissance to the mid-twentieth century.

103/104 United States History Survey — 3 credits each
A survey of significant political, economic, social and intellectual themes in the development of the United States. 103 covers colonial times through reconstruction; 104 covers industrialization to the present.

210 History of Comparative Economics — 3 credits
Varying themes in the historical development of economic systems, including the development of the Soviet economies.

270 History of Science and Technology — 3 credits
Survey of scientific advancement from the Enlightment to the computer age. Emphasis on scientific development in the nineteenth and twentieth centuries.

272 Alternate Social Systems/ Fascism, Socialism and Capitalism — 3 credits
Comparative study of the three political-economic systems which dominate modern western Europe. Emphasis on the twentieth century phenomena of Fascism, Democratic Socialism and Capitalism.

301 History of Nineteenth Century Revolutions — 3 credits
Detailed study of the political, social and intellectual events which culminated in the revolutions of 1789, 1830 and 1848. Emphasis on the industrial and economic conditions which led to late nineteenth century radical movements.

302 History of Europe in the Twentieth Century — 3 credits
An examination of major European developments since the beginning of the First World War. The nature of ideologies of totalitarian states.

305 Recent American Domestic History — 3 credits
A reading and discussion seminar focusing on how the Truman, Eisenhower, Kennedy, Johnson and Nixon administration dealt with major domestic social and economic issues.

306 The Cold War 1941-1951 — 3 credits
Study of the factors that led to the rise of the Cold War in Europe and Asia. Focuses on the debate surrounding the issue of responsibility for the superpower confrontation after 1945. Reading and discussion seminar.

Course Descriptions

History (HIS)

307 History of Russia — **3 credits**
Study of the great Kievan empire, the Mongol yoke, the rise of Moscovite Tsars, the expansion of absolutism and empire, and social revolution.

308 History of Soviet Union — **3 credits**
The development of the Soviet Union from its revolutionary beginnings in 1917 through social upheaval, the terror of the purges, the tragedy and triumph of World War Two, and the growth of the Soviet Empire.

310/311 History of England — **3 credits each**
English history from the first Tudor to the present. 310 emphasizes religious settlement, foreign policy, the arts, and the crises between crown and parliament. 311 stresses the development of parliamentary government, the growth of the empire and the emergence of Great Britain as a leading world power.

315 Communism: Revolutionary Theory and Practice — **3 credits**
A study of the theories of Marx, Lenin, Mao, Che, Ho Chi Minh and others as practiced in the revolutions and resultant societies of China, South East Asia, Latin America, Russia and eastern Europe.

320 Selected Studies in History — **3 credits**
A lecture and discussion approach to the study of special themes in history.

321 Nazi Germany — **3 credits**
An in-depth study of totalitarianism focusing primarily in Germany from 1920-1945. Emphasis on the career of Adolph Hitler, the SS, the Nazi state, the destruction of European Jewry, and World War Two. Secondary emphasis on the phenomena of racism and nationalism.

390 Junior Research Seminar — **3 credits**
An introduction to historical methods and research. Students select a topic for a bachelor thesis and are guided in their research and writing. Offered annually. Required of junior history majors.

401 History of the American Revolution 1763-1789 — **3 credits**
A study of the causes, consequences and meaning of the American Revolutionary era.

Course Descriptions

History (HIS)

402 Contemporary Crises in Soviet Foreign Policy 3 credits
A study of the development of Soviet Russia's foreign policy and its goals. Emphasis on the circumstances leading to and involved in contemporary crises.

413 History Cooperative Education 3-12 credits
Academic study combined with work experience in the community.

450 History Internship 3 credits
Directed field experience in archival and/or museum projects for junior and senior students at the Wyoming Historical and Geological Society. Students supervised by the professional staff of the Society in cooperation with history faculty. Permission of the instructor required.

480 Independent Study 1-3 credits
Special investigation of a selected topic.

490 History Seminar 3 credits
Study of selected problems or topics determined by students and seminar instructor.

Course Descriptions

Mathematics (MTH)

90 Mathematics I — **3 credits**
Development of quantitative problem solving. Methods of problem solving. Reading, determining, and solving problems using basic arithmetic, algebra, and geometry. common mathematical models of everyday phenomena. Enrollment based on results of placement examination.

100 Mathematical Perspectives — **3 credits**
The place of mathematics in human enterprise and the central role it has played in the development of western civilization. Topics chosen from among: calculus ideas, geometry, graph theory, modern logic, number theory, unsolvable problems.
Prerequisite: Successful completion of core requirement in Math Bank I.

108 Precalculus — **3 credits**
Linear equations, inequalities, functions, graphing, logarithms and exponentials, circular functions. Enrollment based on results of placement tests.

115 Basic Statistics I — **3 credits**
An introduction to the use of statistical methods with emphasis on practical applications. Descriptive statistics, frequency distributions, estimation of parameters, introduction to hypothesis testing, correlations, linear regression and the use of computers in statistics.
Prerequisite: Successful completion of core requirement in Math Bank I.

151 Analytic Geometry and Calculus I — **3 credits**
Basic concepts, limits, derivatives and applications, the conics, the integral.
Enrollment based on results of placement tests.

152 Analytic Geometry and Calculus II — **3 credits**
Transcendental functions, techniques of integration, polar coordinates, vectors in R2 and R3, differential equations.
Prerequisite: MTH 151.

215 Mathematical Statistics — **3 credits**
Probability theory, probability distributions, sampling theory, testing of hypotheses, curve fitting and correlation.
Prerequisite: MTH 152 (MTH 115 recommended).

Course Descriptions

Mathematics (MTH)

225 Analytic Geometry and Calculus III — 4 credits
Spherical and cylindrical coordinates, partial derivatives, multiple and line integrals, sequences and series.
Prerequisite: MTH 152.

241 Linear Algebra — 3 credits
Systems of linear equations, vector space, inner products, determinants, eigenvalues and eigenvectors, applications.
Prerequisite: MTH 152.

242 Differential Equations — 3 credits
Equations of first order and degree, higher order and degree equations, including linear with constant coefficients, systems of equations.
Prerequisite: MTH 225.

244 Set Theory and Logic — 3 credits
Introduction to set theory, equivalence and order, Boolean algebra, introduction to logic, rules of inference.
Prerequisite: MTH 152.

321 Applications of Mathematics — 3 credits
Constructing mathematical models of real world phenomena. Several mathematical models of discrete and continuous processes studied in detail.
Prerequisite: MTH 241.

341 Principles of Analysis I — 3 credits
Real number system, topology, sequences and series, continuity and differentiability.
Prerequisite: MTH 225, MTH 241.

342 Principles of Analysis II — 3 credits
Riemann-Stieltjes integral, functions of several variables, introduction to complex and analysis, Lebesgue theory.
Prerequisite: MTH 341.

350 Mathematical Physics — 3 credits
Some mathematical techniques necessary for the study of advanced physics. Includes Fourier series, Bessel functions, Legendre polynominals, vector analysis and solution of partial differential equations in boundary value problems. Course offered on request.
Prerequisite: MTH 242.

351 Geometry — 3 credits
History of geometry, axiom systems, types of geometries, axiomatic development of a geometric theory.
Prerequisite: MTH 244.

363 Abstract Algebra I — 3 credits
Introduction to abstract algebra, groups, introduction to rings and fields.
Prerequisite: MTH 225, MTH 244.

Course Descriptions

Mathematics (MTH)

364 Abstract Algebra II — **3 credits**
Rings, integral domains, fields, polynomials.
Prerequisite: MTH 363.

413 Math Cooperative Education — **3-6 credits**
Academic study combined with work experience in the community.

421 Introduction to Numerical Analysis — **3 credits**
Numerical techniques for solving equations, systems of linear equations, differential equations. Numerical interpolation, approximation, integration and differentiation.
Prerequisite: MTH 241, CPS 121

425 Topology — **3 credits**
Topological spaces, mapping and homeomorphisms, connected spaces, compact spaces. Course offered on request.
Prerequisite: Permission of instructor.

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.

485 Reading in Mathematics — **1 credit**
Prerequisite: Permission of Department.

490 Mathematics Seminar — **3 credits**
Prerequisite: Permission of Department.

Course Descriptions

Medical Technology (MED)

100 Introduction to Medical Technology — **1 credit**
A familiarization with theory and laboratory practices in the field of medical technology. Laboratory and classroom experiences.

400 Clinical Microbiology — **8 credits**
Identification and clinical pathology of bacteria, fungi, viruses and parasites. Techniques to isolate, stain, and culture, and to determine antimicrobial susceptibility. Instrumentation; quality control.

401 Clinical Chemistry — **7 credits**
Enzymology, endocrinology, biochemistry of lipids, carbohydrates and proteins, metabolism of nitrogenous and products, physiology and metabolism of fluids and electrolytes, and toxicology as related to the body and diseases. The technical procedures include colorimetry, spectrophometry, electrophoresis, chromatography, automation and quality control.

402 Clinical Hematology/Coagulation — **5 credits**
The composition and function of blood; diseases related to blood disorders; the role of platelets and coagulation. Manual and automated techniques of diagnostic tests for abnormalities.

403 Clinical Immunohematology — **4 credits**
Blood antigens, antibodies, crossmatching, hemolytic diseases, and related diagnostic tests. An in-depth study of blood donor service and its many facets such as transfusions, medico-legal aspects, etc.

404 Clinical Immunology/Serology — **4 credits**
Immune response, immunoglobulins, autoimmunity and complement and related tests and diseases. Survey and demonstration of serological diagnostic tests.

405 Clinical Seminar — **2 credits**
Other courses which are not included in the above (such as orientation, laboratory management, education, clinical microscopy) and are unique to the individual hospital program.

Course Descriptions

Music (MUS)

Theory I-II

010/030 Analysis and written harmony keyboard harmony. **2 credits each**

020/040 Sight singing and ear training. **2 credits each**
010 must be taken before 030.
020 must be taken before 040.

Theory III-IV
A continuation of Theory I-II

050/070 Advanced harmony and keyboard training **2 credits each**

060/080 Advanced singing and ear training **2 credits each**
Prerequisites: 010, 020, 030, 040.
050 must be taken before 070.
060 must be taken before 080.

103 **Class Piano** **1 credit**
A class in functional piano for beginning students.

105/106 **String Instrument Class** **1 credit each**
An introduction to the technical problems inyolved in the playing of string instruments.

107/108 **Dance: An Experience in Creative Movement I-II** **1 credit each**
A study of relaxation and tension, breathing and coordination. Creative, spontaneous reaction as a base for directed improvisations in a personal approach to music.
May be substituted for Physical Education.

111 **Voice Class** **1 credit**
Class instruction in voice for music majors.

117/118 **Applied Music** **1 credit each**
Applied music for non-music majors. May be repeated for credit.

Applied Music

127 **Voice** **1 credit**

128 **Piano** **1-2 credits**

129 **Organ** **1 credit**

130 **Violin** **1 credit**

132 **Viola** **1 credit**

133 **Cello** **1 credit**

134 **String Bass** **1 credit**

135 **Flute** **1 credit**

136 **Clarinet** **1 credit**

Course Descriptions

Music (MUS)

137	Trumpet	1 credit
138	French Horn	1 credit
141	Saxophone	1 credit
142	Percussion	1 credit
143	Oboe	1 credit
144	Bassoon	1 credit
146	Guitar	1 credit
147	Tuba	1 credit
148	Trombone	1 credit

131 Guitar Arranging — 3 credits
Prerequisite: Four semesters of guitar study and permission of instructor.

140 Introduction to Music — 3 credits
A study of the basic elements of music. Designed for non-music majors with an interest in the structure of music or for music majors who are deficient in theory.

159 Class Guitar — 1 credit
Practical theoretical knowledge and performance of all chords in various meters, styles and tempos, with or without plectrum.

160 Therapy Seminar — 1 credit
Historical Perspectives of music as a therapeutic medium; Examination of its interrelationship with other therapies.

205/206 Survey of Music History I-II — 3 credits each
Study of the major developments in music history and style in the West from the Greeks through the Renaissance. Second semester covers the Baroque through the post Romantic periods.
Prerequisite: Permission of instructor required for non-music majors.

207 Percussion Class — 1 credit
Development of basic techniques on the most frequently used percussion instruments; conventions of notation; care of the instruments; methods and materials.

Course Descriptions

Music (MUS)

208 Orientation to Therapy — **2 credits**
An overview of music therapy; the exceptional people with whom music therapists work. Clinical observation required.

211/212 Wind Instrument Class — **1 credit each**
Instruction in the correct fundamentals for at least three woodwind and three brass instruments. Demonstration in class teaching, methods and materials.

228/229 Dance: An Experience in Creative Movement III-IV — **1 credit each**
More advanced study in movement techniques stressing dynamics and form. Directed improvisations and creative activity. Prerequisite: Four semesters of applied piano.

230 Music Appreciation — **3 credits**
A study of the basic materials of music; analysis of music with reference to the cultural background.

231 American Music — **3 credits**
Exploration of the style and structure of jazz and blues; musical comedy and ballet; contemporary and electronic music.

232 Accompanying — **1 credit**
Study of good accompanying practices with emphasis on sight reading. Supervised experience in accompanying instrumentalists and vocalists in the studio and recital.

251 Music in Therapy — **3 credits**
A study of the clinical uses of music as therapy in the treatment of geriatric patients, mentally ill and physically disabled children, adolescents and adults.

253 Music Therapy Techniques — **2 credits**
Focuses on creating and adapting music and musically-based activities to meet the needs of exceptional clients; writing therapeutic goals and objectives; developing proficiency on various non-orchestra instruments.

282/283 Lab Band — **.5 credit each**
Practical application of techniques learned in wind instrument class.

315 Forms and Analysis — **3 credits**
General elements in musical structure. Simple and compound part forms; the suite, rondo, sonata, variation and contrapuntal forms studied through analysis of representative works.

317 Twentieth Century Trends — **2 credits**
Study of the major trends in the twentieth century music from Stravinsky to electronic music. Permission of instructor required for non-music majors.

Course Descriptions

Music (MUS)

327 Conducting — **2 credits**
A study of the basic skills of conducting choruses and instrumental ensembles; score reading; baton techniques and interpretation.

328/329 Dance V-VI — **1 credit each**
An advanced course designed for students with sufficient technical training in dance. Center floor, adagio, allegro and traveling floor patterns.

342 Instrumental Counterpoint — **2 credits**
Two, three and four-part writing with emphasis on eighteenth century contrapuntal style. Canons, inventions and fugues.

352 Influence of Music on Behavior — **3 credits**
A study of music as a form of human behavior. The aesthetic need for music; the physiological, neurological, psychological and sociological needs for music experiences.

359 Music in Special Education — **3 credits**
Introduction to the use of music with exceptional children. Various methodologies will be explored in this experiential course. Offered in alternate years.

363/364 Music Education — **3 credits each**
Principles and procedures for the development of music skills in primary and intermediate grades. Study of the teaching and organization of vocal music classes in junior and senior high school. Consideration of methods and materials for general music classes and chorus.

367 Music in the Elementary School — **3 credits**
Basic musicianship for the classroom teacher. Designed for elementary education majors.

370 Instrumental Music Methods — **2 credits**
Consideration of the materials, equipment and techniques necessary to organize and operate an effective instrumental music program in the public schools.

380 Clinical Practicum — **1-2 credits**
Music therapy majors work with exceptional clients once a week in local agencies; supervised by music therapy faculty. Weekly seminar.

410 Composition — **2 credits**
Free composition in various forms for vocal and instrumental media.

412 Orchestration — **2 credits**
A study of the characteristics of orchestral instruments. Practice in scoring instrumental combinations.

Course Descriptions

Music (MUS)

413 Piano Ensemble — **1 credit**
Reading and performing compositions for two pianos.

414 Piano Literature — **2 credits**
A survey of the important literature for the piano from 1700 to the present. Intended primarily for piano majors.
Prerequisite: Four semesters of applied piano.

415 Music Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

416 Electronic Music — **3 credits**
Introduction to electronic music techniques. Use of controls, envelope generators, filter banks and sequencer. Class limited to six students; preference given to music majors.

426 Pedagogy in the Major Instrument — **2 credits**
Discussion of modern techniques, teaching materials, specific problems of correct presentation of class or individual methods.

429/430 Dance VII-VIII — **1 credit each**
Continuation of advanced techniques.

453/454 Psychology of Music — **2 credits each**
First semester examines musical stimuli and response, acoustics and research literature. Second semester covers learning theories and psychological positions on learning and development related to musical behavior; measurement and evaluation of musical behavior; practice in research design and implementation.
Permission of instructor required for non-music majors.

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.

490 Music Seminar — **1-2 credits**
Readings, discussion and research from student teaching or clinical experience. For seniors only.

Performance Organizations

601 College Chorus — **0 credit**

602 College Orchestra — **0 credit**

603 Chamber Strings — **0 credit**

604 Chamber Singers — **0 credit**

605 Jazz Band — **0 credit**

Course Descriptions

Music (MUS)

Performance Organizations

606	**Brass Quintet**	0 credit
607	**Flute Ensemble**	0 credit
608	**Woodwind Ensemble**	0 credit

MUS 601-608 may all be repeated, and are graded S/U.

Course Descriptions

Nursing (NSG)

275 Physical Assessment for Nursing Practice 1 credit
Designed for and limited to Registered Nurses. Incorporating the skills of physical assessment into everyday nursing practice; evaluating effectiveness of prescribed therapy in terms of patient's response to care. Lecture and demonstration; student participation.
No prerequisite.

279 Introduction to Concepts of Nursing Practice 4 credits
A framework for health maintenance and promotion in a complex society is introduced. The nursing process is emphasized as a framework for meeting individual holistic needs of clients.
Prerequisites: PSY 123, SOC 110, CHM 104, CHM 203.
Successful completion of Pre-Nursing Math Text, CPR certification, annual health examination and current liability insurance.

280 Human Needs Assessment of the Individual 4 credits
Discussion of nursing process and practice is expanded to include accountability, role of the nurse, documentation of client care, and health/physical assessment. Emphasis on assessing human needs including, but not limited to, oxygenation, circulation, nutrition, and safety through the use of health/physical assessment modalities. Holistic care is emphasized as the student relates maturational concepts, psychosocial variables, and health/physical assessment to individual clients and their care.
Prerequisites: NSG 279, F&N 241, BIO 211.
CPR certification, annual health examination, and current liability insurance.

290/291 Introduction to Baccalaureate Nursing 8 credits
Establishes the framework for health promotion and health maintenance based upon concepts of nursing process in a complex society. Emphasis is on assessing human needs including, but not limited to, oxygenation, circulation, nutrition, and safety through the use of health/physical assessment modalities. Four clinical credits obtained through challenge.
Prerequisites: CPR certification, health examinations, and current liability insurance.
This course is designed for and limited to Registered Nurses.

381 Family Centered Adult Health 10 credits
Exploration of the pathophysiological and psychosocial factors of health and illness related to the adult client and family. Principles from the humanities, previous nursing courses, and from the sciences applied to promotion of client and family wellness.
Prerequisites: NSG 280, SOC 321, BIO 212, BIO 227.
CPR re-certification, annual health examination, and current liability insurance.

Course Descriptions

Nursing (NSG)

382 Family Centered Parent-Child Health — 10 credits
Exploration of the pathophysiological and psychosocial factors of health and illness related to childbearing and childrearing families. Principles from the humanities, previous nursing courses, and from the sciences are applied to the promotion of client and family wellness.
Prerequisites: NSG 280, SOC 321, BIO 212, BIO 227.
CPR re-certification, annual health examination, and current liability insurance.

390 Nursing Research — 3 credits
An introductory course which provides students with an overall view of the research process. The importance of research in nursing is discussed as well as the need for increased research.
Prerequisite: Successful completion of all required courses through sophomore year.

481 Community Health — Mental Health Nursing — 10 credits
Provides an introduction to Community Health/Mental Health concepts. It focuses on the interrelated systems of the individual, family, and community. Students work in community agencies and assist individuals and families in becoming aware of primary, secondary, and tertiary prevention.
Prerequisites: NSG 381, NSG 382, NSG 390.
CPR certification, annual health examination, and current liability insurance.

482 Nursing Leadership and Management — 8 credits
Explores basic issues related to nursing leadership and management. The student practices leadership skills in relation to client care under the guidance of the nursing faculty.
Prerequisites: NSG 381, NSG 382, NSG 390.
CPR certification, annual health examination, and liability insurance.

484 Practicum for School Nursing Certification — 5 credits
The school nurse practicum provides the BSN graduate with a knowledge base of the precepts, concepts and principles of school nursing. During this clinical experience, the student acquires skills related to the roles and functions of the school nurse.
Prerequisites: Completion of NSG 482
CPR certification, annual health examination, and current liability insurance.

490 Issues and Trends in Nursing and the Health Care System — 3 credits
The course analyzes major issues and trends in nursing and health care. Political and socioeconomic variables are studied in relation to their impact on nursing practice.
Prerequisite: Successful completion of all required courses through junior year.

Course Descriptions

Occupational Therapy (OT)

101/102 Seminar — **0 credit**
Introduction to health care and the values, attitudes and qualities necessary to succeed in the helping professions. Second semester emphasizes values clarification and self-awareness to assist students in making a commitment to professional level study. Included are presentations by therapists and other health care professionals.
Seminar: 1 hour.
Prerequisite: Pre-OT major.
101 Fall; 102 Spring.

203 Human Development and Occupational Performance — **3 credits**
Study of human performance as it relates to the mastery of occupational performance skills of self-care, work, and play/leisure. Observation experiences with populations spanning the developmental continuum. Satisfaction of human needs through occupation stressed.
Lecture: 3 hours. Field study: 2-4 hours.
Students provide own transportation to and from field study sites.
Prerequisite: Enrollment in Professional OT program.
Corequisite: OT 209, Fall.

204 History, Philosophy and Functions — **3 credits**
Introduction to the profession through a study of its history, theories and philosophies, and prominent figures in its development. Professional ethics and specific functions of OT in various settings are integrated.
Lecture: 3 hours. Field study: 2-4 hours.
Students provide own transportation to and from field study sites.
Prerequisite: OT 203.
Corequisite: OT 210, Spring.

209/210 Occupational Processes and Analysis I-II — **2 credits each.**
Analysis of the occupational performance components normally used in completing tasks in selected art media, clay, mosaic tile, wood, copper, leather, weaving, needlework, and survival skills. Integration of normal human developmental principles using a case study approach.
Laboratory: 4 hours.
Prerequisite: Enrollment in Professional OT program.
Corequisite for 209: OT 203, Fall.
Corequisite for 210: OT 204, Spring.

217 Concepts of Wellness — **3 credits each**
Systems approach used to identify wellness as a requisite for human need satisfaction. Developmental, psychosocial, environmental, and biological factors and their effects on basic human needs will be explored. Pertinent terminology stressed.
Lecture: 3 hours.
Prerequisite: Enrollment in Professional OT program.
Corequisite: BIO 211.

Course Descriptions

Occupational Therapy (OT)

301/302 Occupational Therapy Intervention I-II — **4 credits each**

Study of conditions affecting normal development and their implications for need fulfillment. Second semester explores in-depth major conditions caused by trauma, disease or genetics that result in physical dysfunction. Specific occupational therapy methods of evaluation and rehabilitation stressed.
Lecture: 3 hours. Laboratory: 3 hours.
Prerequisites for 301: OT 204, OT 217.
Corequisites for 301: OT 311, OT 317.
Prerequisites for 302: OT 301, OT 311, OT 317.
Corequisites for 302: OT 312, OT 318.

311 Functional Human Anatomy — **3 credits**

Principles of functional human anatomy with emphasis on normal and abnormal motion. Knowledge of biomechanics, individual muscles, joint structure and function, and movements produced by muscle groups. Measurement techniques and movement analysis. Normal and dysfunctional movement patterns applied to self-care, work and play/leisure skills. Concepts integrated in lab and practicum experience.
Lecture: 3 hours. Laboratory: 1 hour.
Corequisites: OT 301, OT 317, Fall.

312 Functional Neuroanatomy — **3 credits**

A review of applied neuroanatomy and function related to sensory, perceptual and motor performance. Normal structure and function together with nervous system dysfunction as applied to self-care, work and play/leisure skills. Concepts integrated in lab and practicum experiences.
Lecture: 3 hours. Laboratory: 1 hour.
Prerequisite: OT 311.
Corequisites: OT 302, OT 318, Spring.

317/318 Practicum I-II — **1 credit each**

Experience observing and interacting with developmentally and physically disabled persons. Stress placed on associating theory and techniques of intervention to the practical setting.
Students provide own transportation to and from practicum sites.
Practicum: 6-8 field hours/week.
Corequisites for 317: OT 301, OT 311.
Corequisites for 318: OT 302, OT 312.

401 Occupational Therapy Intervention III — **4 credits**

Examination of major psychiatric disorders and concepts relative to occupational therapy practice. Methods of evaluation and intervention explored in-depth.
Lecture: 3 hours. Laboratory: 3 hours.
Prerequisites: OT 203, OT 204, PSY 430.
Corequisites: OT 415, Fall.

Course Descriptions

Occupational Therapy (OT)

415 Practicum III — **1 credit**
Experience observing and interacting with individuals with psychosocial problems. Association of theories and methods of intervention to the practical setting.
Students provide own transportation to and from practicum sites.
Practicum: 6-8 field hours/week.
Corequisite: OT 401, Fall.

419 Administration and Supervision — **2 credits**
Organization, supervision and management principles related to developing and providing effective occupational therapy services. Discussion of current issues affecting practice.
Prerequisite: Permission of instructor, Fall.

440 Field Work in Psycho-social Rehabilitation — **6 credits**
Three months of full-time experience practicing the skills of the entry level therapist under the supervision of a registered occupational therapist.
Students provide own room, board and transportation if not provided by affiliated agency.
Prerequisite: Completion of all academic and practicum requirements. Spring, Summer.

444 Field Work in Physical-social Rehabilitation — **6 credits**
Three months of full-time experience practicing the skills of the entry level therapist under the supervision of a registered occupational therapist.
Students provide own room, board and transportation if not provided by affiliated agency.
Prerequisite: Completion of all academic and practicum requirements. Spring, Summer.

446 Special Interest Field Work (optional) — **2-3 credits**
Six to eight weeks of supervised experience in an area of special interest, e.g., pediatrics, geriatrics, general medicine, school based practice.
Prerequisite: Completion of all academic and practicum requirements. Spring, Summer.

Course Descriptions

Philosophy (PHL)

101 Contemporary Self-Images — 3 credits

This course examines the defining ideas of culture and the modern age. Its aim is to nurture critical reflection on the dominant intellectual schemes that shape current understanding of one's self and the world. It does so by grounding class discussions around a series of challenges modernity poses for tradition
This course is a core requirement.
The confrontation between modernity and tradition raises profound problems of a generally human, and, more specifically, religious and moral kind. The core electives are structured to allow for a continuity of analysis of such issues in Philosophy of Person, Philosophy of Religion, and Ethics.

225 Ethics — 3 credits

Ethics is a discipline which imparts or seeks knowledge of the rightness or wrongness of voluntary action and its consequences. The application of ethical theory to different sets of problems allows for a variety of topical presentations which are outlined below:

Variations

Social Ethics
An examination of the leading ethical theories in normative discourse, including utilitarianism and non-consequentialism; the application of theories to such social problems as suicide, euthanasia, abortion, punishment, and environmental issues.

Business Ethics
The general principles of ethics applied to the free enterprise system. Capitalism, social justice, the role of government in business.

Medical Ethics
The course explores the ethical questions related to modern science and the health profession. Topics such as abortion, human experimentation, genetic engineering, behavior control and the delivery of health care are analyzed.

256 Philosophy of Love — 3 credits

A phenomenological examination of the reality and meaning of love, and of love's relationship to the basic structures of human existence.

257 Philosophy of Religion — 3 credits

A philosophical inquiry into the nature of religion and the objects of thought and feeling associated with religion, such as the nature and existence of God, the nature of religious experience, evil, transcendence.
This course is part of the Honors colloquia and a core elective.

Course Descriptions

Philosophy (PHL)

260 Practical Logic — **3 credits**
The application of logical principles, techniques of critical thought and argumentation to the needs of everyday life. Emphasis on assessing the legitimacy of arguments, detecting common fallacies, evaluating evidence and improving skills in reasoning.
This course is a core elective.

261 Philosophy of Women — **3 credits**
A philosophical examination of the literature and central issues of the women's liberation movement.

270 Social and Political Philosophy — **3 credits**
An exploration of issues pertaining to the order of human life in civil society. Study of social and political writings; literary, philosophical, and religious works that express politically relevant concepts of the human person and the world.

290 Philosophy of Person — **3 credits**
A dominantly phenomenological approach to analyzing the existential structures that constitute a person. Exploration of the possibilities for personal growth and evaluation of the various social forces that limit these possibilities.
This course is a core elective.

390 Philosophy of Art — **3 credits**
An interdisciplinary inquiry into several key problems in the philosophy of art and aesthetics. Special attention to such themes as creativity, the evaluation of art, the purpose of art and the nature of symbols.

413 Philosophy Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

480 Independent Study — **1-3 credits**
Special investigation of a selected topic.

485 Special Topics — **1-3 credits**
Topics may vary from semester to semester and will be announced with preregistration information and course hours.

Course Descriptions

Physical Education (PHE)

105 Archery — 1 credit
Instruction in basic target archery techniques, including the low method of anchoring and the bowsight methods of aiming. Fundamentals of selection and care of equipment; basic safety procedures.

107/108 Dance: An Experience in Creative Movement — 1 credit each
A study of relaxation and tension, breathing and coordination. Creative, spontaneous reaction as a base for directed improvisations.

110 Badminton — 1 credit
Instruction in the basic skills of badminton: serves, clear, smash, drop, drive and net shots. Rules and basic strategy of singles and doubles in recreational and tournament situations.

115 Bowling — 1 credit
Techniques and skills of stance, approach, aim, delivery and etiquette of bowling. Language and rules of the sport. Additional costs.

120 Gymnastics — 1 credit
Fundamental gymnastic skills, spotting techniques, safety procedures and nomenclature for women's olympic events.

125 Racquetball — 1 credit
Fundamentals of the game, including history, rules, stroking, techniques and game tactics. Practice in singles and doubles play in competitive situations.

130 Tennis — 1 credit
The basic spin serve, forehand and backhand drives, forehand and backhand volleys. Knowledge of theory involved in stroke production; concepts of placement and speed of the ball; progression for learning each stroke; rules and scoring systems for singles and doubles; basic strategy of singles and doubles. The significance and value of sport tennis as a cultural mode.

135 Special Physical Education — 1 credit
A program of physical activities for students with limitations which preclude their participation in regular classes. Enrollment based on physician's recommendation or a limitation identified by the student or an instructor. Program is individualized to meet student's needs.

Course Descriptions

Physical Education (PHE)

140 Skiing **1 credit**
Series of eight lessons at a nearby ski school. Instruction for students who have little or no skiing experience, including proper use of equipment, safety, use of lifts, progressive development of parallel ski technique to the point of doing smooth linked turns.

145 Volleyball **1 credit**
Instruction and practice in basic skills including the underhand and overhand serve, set, bump, one-hand dig, spike and block. Rules, basic offensive and defensive strategy and sociocultural aspects of the sport are discussed.

150 Personal Development **1 credit**
Development of programs of exercise and activity based on individual assessment of status, needs and goals. Students are enabled to determine realistic goals for their own development and use of activity throughout life.

155 Softball **1 credit**
The nature and scope of softball; understanding and application of rules. Execution of basic softball skills and application of basic game strategy.

301 Physical Education of Children **2 credits**
Introduction to the scope of physical activities for the young child. Emphasis on planning and conducting a worthwhile physical education program; correlation of physical education activities with other aspects of education.

305 Adapted Physical Education **2 credits**
Study of health and physical education programs and materials for handicapped children. Experience with adapted physical education and health programs.

413 Physical Education Cooperative Education **3-12 credits**
Academic study combined with work experience in the community.

Course Descriptions

Physics (PHY)

101/102 Radiologic Physics I-II — **3 credits each**
Structure of matter; basic electricity and magnetism; X-ray properties, production and interaction with matter; X-ray circuit.
Lecture: 2 hours. Laboratory: 2 hours.

107/108 Introductory Physics I-II — **3 credits each**
An appreciation of the world of physics for non-science majors. Classical physics topics which illustrate the history, method and application of physics. Emphasis on modern physics.
Lecture: 2 hours. Laboratory: 2 hours.

131 Physical Science — **3 credits**
A survey of physical science including astronomy, chemistry and physics.
Lecture: 2 hours. Laboratory: 2 hours.

221/222 General Physics — **4 credits each**
Fundamentals of mechanics, heat, wave motion, light, electricity and magnetism.
Lecture: 3 hours. Laboratory: 2 hours.
Prerequisite: MTH 151

341 Modern Physics — **3 credits**
Introduction to atomic and nuclear physics including the Bohr atom, spectra, X-rays, matter waves, radioactivity, nuclear energy, relativity. Offered on request.
Lecture: 3 hours.

413 Physics Cooperative Education — **3-6 credits**
Academic study combined with work experience in the community.

Course Descriptions

Political Science (POL)

100 American National Government — 3 credits
A study of the national government, its structure, powers, functions and roles within the American Political system. Emphasis is placed on the Constitution and democratic processes. Part of core curriculum.

251/252 Law Seminar I-II — 3 credits each
Introduction to the legal system and legal profession; the role of lawyers and judges in American society; the courts and judicial process; policy making; legal research and procedures; the use of law books; legal terms; decision making; litigation; case analysis. Correlated field instruction and field experiences included.

315 Communism: Revolutionary Theory and Practice — 3 credits
Study of the theories of Marx, Lenin, Mao, Che, Ho Chi Minh and others as practiced in the revolutions and resultant societies in China, South East Asia, Latin America, Russia and Eastern Europe.

405/406 American Constitutional Law I-II — 3 credits each
A case method survey of the organic role of the United States Supreme Court in the total process of the American constitutional system. Emphasis on governmental structure and relationships.

413 Political Science Cooperative Education — 3-12 credits
Academic study combined with work experience in the community.

450/451 Internship — 3 credits each
Directed field experiences for advanced students in law offices or law related agencies. Weekly College conferences coordinate theoretical knowledge with field observation and practical experiences.
Prerequisite: Permission of program director.

480/481 Independent Study — 1-3 credits each
Special investigation of a selected topic.

485 Special Topics — 3-6 credits
Topic may vary from semester to semester and will be announced with preregistration information and course hours.

Course Descriptions

Psychology (PSY)

123 Introduction to Psychology — 3 credits
A survey of the science of contemporary psychology, its methods, findings, theoretical foundations and practical applications. Topics include biological basis of behavior, developmental processes, perception, learning, motivation, personality, social behavior and abnormal behavior.

224 Organizational and Industrial Psychology — 3 credits
Investigation of organizational behavior, personnel and industrial psychology, with emphasis on utilization of basic psychological theory to make organizations more effective. Topics include personnel selection, performance appraisal, training employees and managers, leadership and supervision, communication, motivation, attitudes and job satisfaction.
Prerequisite: PSY 123 or permission of instructor.

232 Research Methods — 3 credits
Development of appreciation for the scientific method as applied to the behavioral sciences. The language of science, concepts, propositions, hypotheses, models, theories and empirical laws. Analysis of the concepts of experimental, correlational and case study methods.
Prerequisites: PSY 123, MTH 115.

275 Child and Adolescent Psychology — 3 credits
Study of the relationship between phsysiological and psychological growth of the individual from infancy through adolescence. Emphasis on the theoretical formulations of child and adolescent development relative to emotional and cognitive processes.
Prerequisite: PSY 123 or permission of instructor.

276 Psychology of Aging — 3 credits
Survey of the psychological impact of age-related changes that occur between early and late maturity. Areas of study include changes in perceptual abilities, intellect and learning capacities in late life; personality changes and emotional dimensions of late life; adjustment to retirement; role changes; and environmental issues which contribute to psychological health.

280 Tests and Measurements — 3 credits
Development of skills necessary to determine the adequacy of testing instruments. Topics include personality measures, interest tests, IQ scales, achievement tests and aptitude tests. Summary of measurement statistics provided, but students are encouraged to take MTH 115, Basic Statistics, as background.

330 Personality — 3 credits
Survey of the various theories of development, structure and characteristics of personality. Freudian theory, behavioral, humanistic and existential viewpoints, trait theorists and others are explored.
Prerequisite: PSY 123 or permission of instructor.

Course Descriptions

Psychology (PSY)

350 Social Psychology **3 credits**
Study of the relationships between individuals, and between individuals and groups or institutions. Topics include attribution of responsibility, interpersonal attraction, social influence, attitude change, characteristics and effects of crowds, and determinants of behavior.
Prerequisite: PSY 123 or permission of instructor.

365 Alcoholism **3 credits**
An overview of alcoholism including the impact of alcohol and alcoholism on individuals and society, fetal alcohol syndrome, employee assistance programs and Alcoholics Anonymous.
Prerequisite: Permission of instructor.

381 Special Topics **1-3 credits**
Topics may vary from semester to semester and will be announced with preregistration information and course hours.

385 Communication Skills: Interviewing and Recording Techniques **3 credits**
Development of skills that may be useful in working directly with clients and others, including listening for emotions, monitoring one's own reactions and responses, building a client-worker relationship which can foster constructive change in the client.

413 Psychology Cooperative Education **3 credits**
Academic study combined with work experience in the community.

431 Learning and Behavior Modification **3 credits**
Review of major learning theories including classical and operant conditioning, and social learning theory. Emphasis on appropriate use of behavior modification techniques by parents, teachers, social workers, health care professionals. Students learn to use behavior modification techniques and practice them throughout the course.
Prerequisite: PSY 123 or permission of instructor.

434 Maladaptive Behavior **3 credits**
Study of both professional and popular theories regarding mental illness and abnormal behavior. Exploration of chronology of abnormal behavior theories and treatments from demonology and phrenology to psychophysiology and chemotherapy from madness and demonic possession to modern day viewpoints. Comparative study of the medical, behavioral and social models of mental disorder.
Prerequisite: PSY 123 or permission of instructor.

Course Descriptions

Psychology (PSY)

452 Counseling and Psychotherapy **3 credits**
Emphasis on treatment of psychopathology, including discussion of such approaches as psychoanalysis, Rogerian therapy, gestalt, rational, emotive and behavior therapy, primal scream therapy, transactional analysis, drug therapy, shock therapy, psychosurgery and religious counseling. Study of the current research on the effectiveness of the various therapies.
Prerequisites: PSY 123, PSY 430, or permission of instructor.

470/471 Advanced Seminars in Psychology **3 credits each**
To enable students of advanced standing to explore in detail specific sub-areas within the field of psychology. Topics will vary; readings and group discussion. Paper usually required.
Prerequisite: Permission of instructor.

Course Descriptions

Radiologic Technology (RDT)

106 Medical Terminology **1 credit**
Anatomical names of bones and organs of the body and other descriptive terms and their common abbreviations; prefixes and suffixes, proper usage, spelling and interpretation of terms.
Lecture: 1 hour.

108 Radiologic Positioning I **4 credits**
Fundamental principles of positioning including demonstration. Emphasis on need for different views to maintain correct detail and proportion of parts; avoidance of magnification, distortion and superimposition of structures; topographic and radiographic anatomy.
Lecture: 3 hours. Laboratory: 2 hours. Fall.
Prerequisite: BIO 127. Spring.

110 Radiologic Positioning II **3 credits**
Topographic and radiologic anatomy of the skull, skull positioning, ancillary radiographic procedures.
Lecture: 3 hours.
Prerequisites: RDT 106, RDT 108, BIO 127. Fall.

111 Practicum of Skull Positioning **1 credit**
Practical application of positioning cranial anatomy.
Laboratory: 2 hours.
Corequisite: RDT 110. Fall.

112 Methods of Patient Care **2 credits**
Communication, asepsis, body mechanics, vital signs, emergencies, drug administration and isolation technique.
Lecture: 2 hours. Fall.

120 Radiologic Technique I **3 credits**
History of radiology, darkroom procedures, protection, exposure factors and film critique.
Lecture: 2 hour. Laboratory: 2 hours. Spring.

122 Radiologic Technique II **2 credits**
Mathematical conversion of exposure factors, proper use of grids, film critique.
Lecture: 2 hours.
Prerequisite: RDT 120. Fall.

140 Clinical Experience I **2 credits**
Orientation to the clinical setting, equipment familiarization, application of theoretical principles through examination of patients under direct supervision. Film critique.
16 hours per week.
Prerequisites: RDT 106, RDT 108, RDT 112, RDT 120.
CPR certification, annual health examination, current liability insurance, and verification of observation. Spring.

Course Descriptions

Radiologic Technology (RDT)

155 Clinical Experience II — **4 credits**
Continuation of RDT 140. Experience in perfecting the application of ionizing radiation under supervision.
40 hours per week.
Prerequisites: RDT 110, RDT 111, RDT 122, RDT 140.
CPR certification, annual health examination, & current liability insurance. Summer.

200 Radiation Protection — **1 credit**
Patient protection, personnel protection, maximum permissable dose, exposure monitoring. Required course for all radiologic technology majors.
Lecture: 1 hour.
Prerequisite: RDT 155. Fall.

216 Registry Seminar — **1 credit**
Review of the basic principles of positioning and technique, anatomy and physiology, ethics.
Lecture: 1 hour.
Prerequisite: RDT 300. Spring.

221 Special Radiographic Procedures — **2 credits**
History and equipment, neuroradiography,angiography, bronchrography, hysterosalpingography, arthrograpy, subtraction and xerography.
Lecture: 2 hours.
Prerequisite: RDT 255. Fall.

225 Clinical Experience III — **2 credits**
Continuation of RDT 155, including special procedures and pediatric radiology.
16 hours per week.
Prerequisite: RDT 150, CPR certification, annual health examination, and current liability insurance. Fall.

245 Clinical Experience IV — **3 credits**
Practical application of theory and skills acquired in all phases of the curriculum. Continuation of RDT 225.
24 hours per week.
Prerequisites: RDT 225. CPR certification, annual health examination, and current liability insurance. Spring.

255 Clinical Experience V* — **3 credits**
Continuation of RDT 245.
40 hours per week.
Prerequisite: RDT 245. CPR certification, annual health examination, and current liability insurance. Summer.

Course Descriptions

Radiologic Technology (RDT)

247 Radiologic Pathology **1 credit**
A study of disease: congenital, trauma, bacterial and viral disorders, neoplastic and degenerative. Conditions of illness and their effects on systems of the human body.
Lecture: 1 hour.
Prerequisites: RDT 110, BIO 127. Spring.

265 Clinical Experience VI **2 credits**
Continuation of RDT 255. 16 hours per week.
Prerequisites: RDT 255. Fall

275 Clinical Experience VII** **2 credits**
Final phases of the clinical component. Advanced practical application of theory and skills learned in the entire program. Optional minor rotations in specialty areas available. 16 hours per week.
Prerequisite: RDT 265. Spring.

413 Radiologic Technology Cooperative Education **3-12 credits**
Academic study combined with work experience in the community. To be arranged.

448 Quality Control **3 credits**
Examination of factors affecting radiographic quality and methods used to test, evaluate and ensure radiographic quality. For baccalaureate program students only.
Lecture: 2 hours. Laboratory: 2 hours.
Prerequisite: RDT 122. Spring.

***Students admitted in Fall 1986 and thereafter** are eligible to sit for the National Registry Examination in **July,** following successful completion of RDT 275, Clinical Experience VII.

****Students admitted prior to Fall 1986** are eligible to sit for the National Registry Examination in **October,** following successful completion of RDT 240, Clinical Experience V.

Course Descriptions

Religious Studies (RLS)

Note: Students are required to take two (2) courses from the 100 level category to fulfill their religious studies core requirement.

100 Biblical Studies — **3 credits**
Biblical Studies is the study of selected Christian scriptures toward development of an awareness of what the Biblical authors meant to communicate to their contemporaries with special attention paid to literary forms, sociological factors and historical settings. The course focuses attention on the New Testament while showing how the Hebrew Bible influenced and was utilized by first century Christians.

103 Moral Theology — **3 credits**
A study of human conduct within the Christian context. Central issues such as the sources and nature of moral obligations, personal and social responsibility, freedom and sinfulness, are addressed. Also, contemporary moral problems are presented and critically analyzed.

104 World Religions — **3 credits**
World Religions is the study of religions drawn from many areas of the world. The course may include study of Islam., Buddhism, Hinduism, Macumba, Taoism, etc. The religions will be considered in light of their history, their central beliefs, their main devotional or meditative practices and their art. While students will be expected to compare and contrast the religions studied, the course is not intended to argue for the superiority of one or another religion.

106 Theology and Human Experience — **3 credits**
The course provides students with the theological foundation necessary for relating with human experience by addressing the major resources of the Christian faith, scripture and tradition, cultural influences and experience.

111 Christology — **3 credits**
Historical, scriptural and theological insights into the actuation of the Jesus event in one's personal life, in the Church, and in contemporary world experience.

113 Theology of the Church — **3 credits**
Explores the nature and purpose of Christian community from a historical, biblical and theological perspective with special reference to the relationship between ministerial practice and theological understanding in the contemporary Christian experience.

Course Descriptions

Religious Studies (RLS)

200 Sacramental Theology **3 credits**
The study of the sacraments as basic symbols shared within the Christian community.

203 Holocaust: The Problems of Evil
The problem of evil is analyzed in the framework of the holocaust, especially the question of a just and loving God amid disproportionate evil. The historical and religious elements of the Holocaust, as well as contemporary theological responses to the Holocaust, will be studied.

204 Selected Studies in Women and Religion **3 credits**
An historical and theological survey of women in the Judeo-Christian tradition. Emphasis will be given to the role of women in scripture and in the church with special focus on the changing role of women in the church and in society today.

206 Islam **3 credits**
A study of the faith and practice of the Islamic religion, including the role of the prophet Mohammed; the Koran; the Five Pillars of Islam; and Sunni, Shi'ite and Sufi Muslims. A survey of strong historical and political emphasis, tracing the Islamic world from its rise, through the golden age, into the present.

207 Religion in America **3 credits**
Emphasis on the role of religion in creating this nation and in forming its present national character. Forms and denominations of Protestant Christianity are studied.

208 Selected New Testament Topics **3 credits**
In-depth study of a particular New Testament author or school, e.g., John and the Joannine School, Luke, Paul, the Pauline School, etc. Examination of attitudes toward Judaism and the Mosaic Law, the Gentile mission and Gentile Christianity. Theological structures, especially Christology and Ecclesiology.

220 Origins of Christianity **3 credits**
A survey of the first four centuries of the Christian movement, from the time of Jesus through the time when Christianity became the official religion of the Roman Empire. The development of orthodoxy, Christian schools of thought including Gnosticism, Marcionism and the rise of Manicheism.

224 Practicum in Christian Ministry **3 credits**
Integration of pastoral practice and theological insight. Processes of theological reflection explored within the context of pastoral ministry. Theological study, pastoral field placement and evaluation.

Course Descriptions

Religious Studies (RLS)

227 Eastern Religions — **3 credits**
Study of such topics as Yoga, Enlightenment, the Buddha, the Tao, and the thoughts of Mao Tse-Tung as well as the religious questions asked by the cultures of India, China, and Japan.

228 Theology of Mary — **3 credits**
The role of Mary in the contemporary Church from an historical, social and theological perspective.

480 Independent Study — **1-3 credits**
Qualified advanced students may arrange independent study in areas not covered by existing courses. The permission of the involved faculty is required before Independent Study may be pursued.

485 Special Topics — **1-3 credits**
This offering allows students the opportunity to pursue the investigation of a selected topic. Topic may vary from semester to semester and will be announced with pre-registration information and course outlines.

Course Descriptions

Social Work (SWK)

103 Community Service — **3 credits**
Practical experience in helping people and the community, understanding human needs and assessing potential for human services professions.
Lecture combined with 4 hours per week in community service. Course open to all students.

232 Research Methods — **3 credits**
Appreciation of the scientific method as applied to the behavioral sciences and social work. The language of science, concepts, propositions, models, hypotheses and empirical laws. Analysis of concepts of the experimental, correlational and case study methods. Critical reading of research; introduction to research activities.
Prerequisite: Permission of instructor.

251 Introduction to Social Welfare — **3 credits**
Introduction to the field of social work and the social welfare system in the United States. Focuses on the historical and philosophical antecedents of present day social welfare programs and the development of social work as a profession.
Prerequisite: SOC 110 or permission of instructor.

252 Social Welfare Policies and Services — **3 credits**
A systems approach to the study and assessment of contemporary social welfare programs. Focuses on the interplay of social, political and economic forces that influence the planning and implementation of social welfare services.
Prerequisite: SWK 251 or permission of instructor.

352 Adaptive Behavior — **3 credits**
Integration of knowledge from sociology and psychology with social work and other helping professions. Environmental factors, systems theories and psychosocial development during the life cycle of the individual are studied.
Prerequisite: Permission of instructor.

353/354 Social Work Methods and Processes I-II — **3 credits each**
Skills in social work intervention will be developed, including case work, group work, community organization, assessment, goals and methods of implementation of large and small group theory. A study of the social worker's role as advocate and change agent.

356 Social Casework Practice — **3 credits**
Examination of social work delivery services in the one-to-one relationship. Emphasis on casework skills, case record writing and analysis, and creative problem solving based on behavioral science data and observed needs.
Prerequisite: SWK 353.

Course Descriptions

Social Work (SWK)

358 Counseling the Older Adult — **3 credits**
A social work practice course with emphasis on individual and group counseling techniques for older persons with emotional and social difficulties.
Prerequisite: Permission of instructor.

360 Special Topics in Social Work Practice — **1-3 credits**

361 Special Topics in Social Work Policy — **1-3 credits**
Content of these courses varies from semester to semester in keeping with student and faculty interest.
Prerequisite: Permission of instructor.

363 Child Welfare Services — **3 credits**
The history and current provision of services to children in need of care because of neglect, abuse or lack of family support.
Prerequisite: Permission of instructor.

365 Social Work with Groups
Group work as a method of effecting change in the individual. Discussion of group structure and processes; interventive techniques used by group workers. Experiential learning.
Prerequisite: SWK 353 and SWK 354, or permission of instructor.

371 Field Instruction I — **3 credits**
Students work in a community agency two days per week for one semester, under the supervision of an agency person and a member of the social work faculty. Students participate fully in agency activities.
Prerequisite: Permission of instructor.

375 Aging Policies and Programs — **3 credits**
Analysis of causes, intent and results of policy decisions as they are experienced as programs and services for the elderly. Discussion of policies affecting income, health care, social services and volunteerism.
Prerequisite: Permission of instructor.

385 Communication Skills: Interviewing and Recording Techniques — **3 credits**
Development of skills useful in working directly with clients and others. Listening for emotions, monitoring one's own reactions and responses, building a client/worker relationship that will foster constructive change in the client.
Prerequisite: Permission of instructor.

390/391 Seminar — **3 credits each**
Analysis of special areas of social work.
Prerequisite: Permission of instructor.

392 Child Abuse and Neglect — **3 credits**
A practice oriented course for students who intend to work in a protective service role. Abuse and neglect: causes, legal sanctions for intervention, treatment approaches, case planning and services.

Course Descriptions

Social Work (SWK)

395 Foster, Residential and Adoptive Care
Assessment, case planning and the provision of services in foster care, in residential facilities, and for child adoption.
Prerequisite: SWK 363 or permission of instructor.

413 Social Work Cooperative Education **3-6 credits**
Academic study combined with work experience in the community.

473/474 Field Instruction Seminar **0 credit**
Weekly seminar for students involved in field instruction; for duration of field placement. Integration of theoretical knowledge with practical field experiences. Student case materials and experiences discussed.
Corequisite: Field instruction course.

475/476 Field Instruction II-III **3 credits each**
Two days a week for two semesters, senior social work students practice in a social service agency. Practice supervised by agency representative; education directed by social work faculty. Direct service to clients.
Prerequisite: Permission of instructor.

477 Field Instruction IV **6 credits**
An alternative to SWK-476 in cases where block placements are more valuable. Senior social work students work full time in an agency for eight to ten weeks for one semester. Practice supervised by an agency representative; education directed by social work faculty member. Direct service to clients.
Prerequisite: Permission of instructor.

480 Independent Study **1-3 credits**
Special investigation of a selected topic.

485 Special Topics **1-3 credits**
Topic may vary from semester to semester and will be announced with preregistration information and course hours.

Course Descriptions

Sociology (SOC)

110 Anthropology — 3 credits
Basic principles of human cultural and physical evolutionary development. Emphasis on range and variability of human cultures through examination of selected African, Asiatic, Native American and Oceanic societies. Sócial change, social stratification, culture and personality, culture and language, ethnocentrism, cultural relativism and social control.
Fulfills Anthropology core requirement.

121 Principles of Sociology — 3 credits
Lecture/discussion format introduces students to the conceptual and methodological tools of scientific analysis of human interactions, social behaviors and social processes. Sociological perspective, empirical studies and theoretical viewpoints.

122 Social Problems — 3 credits
An analysis of the theory of social problems. Emphasis on the factors which cause social problems, particularly in the American culture.
Prerequisite: Permission of instructor.

221 Cultural Minorities — 3 credits
The scientific methods as applied to the behavioral sciences and social work. Consideration of the language of science, concepts, propositions, hypotheses, models, theories and empirical laws. Analysis of concepts regarding the experimental, correlational and case study methods.
Prerequisite: Permission of instructor.

321 The Family — 3 credits
A study of the family as a social institution. A multiple disciplinary approach drawing from sociology, anthropology, psychology and economics. Family patterns of organization, disorganization and reorganization in contemporary America.
Prerequisite: SOC 110 or permission of instructor.

392/393 Seminar — 3 credits each
Analysis of special areas of sociology or anthropology.
Prerequisite: Permission of instructor.

413 Sociology Cooperative Education — 3-6 credits
Academic study combined with work experience in the community.

480 Independent Study — 1-3 credits
Special investigation of a selected topic.

Course Descriptions

Special Education (SED)

100 Exceptional Children **3 credits**
Definitions of exceptional children, their characteristics, the methods used to identify their learning needs and the types of educational programs available. Topics include special education, mental retardation, learning disabilities, social and emotional disturbance, speech and language impairments, vision handicaps, hearing handicaps, physical handicaps, and giftedness.

200 Policy/Procedure in Special Education **3 credits**
Introduces students to the legal framework of special education. Major legislation and litigation which affect special education are reviewed. Students are introduced to federal, state, and local education policy and procedure and how to write individualized educational plans (IEP).
Prerequisite: SED 100.

210 Motor Development **3 credits**
Introduces students to neurological factors which affect motor development. Methods of promoting sequential motor skills in handicapped children are demonstrated.

244 Characteristics of the Handicapped I **3 credits**
Study of exceptional children with severe mental retardation and physical handicaps. The causes and characteristics of intellectually and physically handicapping conditions are explained. Classification and diagnostic procedures are highlighted.

344 Characteristics of the Handicapped II **3 credits**
Study of exceptional children with learning disabilities or social and emotional disturbances. The causes and characteristics of learning and behavioral problems are explored. Classification and diagnostic procedures are highlighted.

260 Classroom Management **3 credits**
Develops competencies related to effective classroom management, discipline techniques and motivational practices. Various theoretically based strategies discussed. Operant techniques emphasized.

245 Strategies MPH I **3 credits**
Develops diagnostic, prescriptive, instructional, and evaluative skills needed by teachers of "pre-academic level" children including those who are severely intellectually and/or physically handicapped.
Prerequisite: SED 244.

Course Descriptions

Special Education (SED)

345 Strategies MPH II — **3 credits**
Develops diagnostic, prescriptive, instructional, and evaluative skills needed by teachers of "academic level" children including those who are learning disabled and emotionally disturbed. Prerequisite: SED 344.

343 Diagnosis of Learning Problems — **3 credits**
Information on the purpose/assumptions of evaluation, descriptive statistics, a survey of tests used in education and social services, and the basis of test construction.

372 Vocational Habilitation — **3 credits**
Addresses career education of handicapped students. Emphasis on secondary education and post-school alternatives. Community resources are explored.

375 Issues in Special Education — **3 credits**
Advanced special education majors use this seminar course to explore current issues in special education. Major oral and written presentations are required.

413 Cooperative Education — **3-12 credits**
Academic study combined with work experience in the community.

480 Independent Study — **1-2 credits**
Students, with the assistance of faculty members, investigate selected topics.

485 Special Topics — **1-2 credits**
Special education majors may take credits in special topics. These credits can be accumulated by taking special mini-courses such as *Working with Parents and Families of the Handicapped, Sign Language, Medical Procedures, Culturally Different Children, Community Agencies,* etc.

495/497 Student Teaching and Seminar — **9 credits**
Students spend 15 weeks practice teaching in local schools under the guidance of an experienced teacher and a college supervisor. Weekly seminars are conducted.

701-707 Field Experience — **0 credit**
Students are expected to spend one-half day per week each semester from the second semester of their freshman year to the first semester of their senior year observing and working in community classrooms. Course-related assignments are completed.

College Regulations

Admission Requirements

College Misericordia encourages applications from those who seek a strong liberal arts base for their chosen baccalaureate education and who present evidence of the ability and desire to pursue an academic program of study.

Candidates for general admission to the College are reviewed on a rolling admissions basis by the Committee on Admissions. The decision to admit a student is based on the student's intended field of study and on an evaluation of the student's qualifications.

General Admission to the Freshman Class

An applicant for admission who wishes to enter the freshman class should provide the Admissions Office with the following:

1. Application for Admission with a non-refundable $15.00 fee.

2. Official copy of the secondary school transcript forwarded to the Dean of Admissions by the Guidance Department of the secondary school. The transcript should indicate that the candidate has completed, or is in the process of completing, at least sixteen (16) Carnegie Units. The transcript should include current semester courses and all pertinent information regarding the student's educational background. Students who have secured a High School Equivalency Diploma may also be considered for admission.

3. Test results of the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board or the American College Testing (ACT) Program are generally required for admission. Waiving of test requirements is made only by written permission of the Dean of Admissions.

4. A written recommendation from the high school principal or guidance counselor is also a requirement for admission to College Misericordia.

5. Handicapped students requiring special services must submit documentation of their handicapping condition.

Admission to the Education Program

A candidate who wishes to be admitted to the Pre-Education Program (freshman year) must meet all of the general admissions requirements of the College. Admission to the Pre-Education Program does not guarantee advancement into the Teacher Education Program.

Transfers to the Teacher Education Program must demonstrate a minimum 2.5. GPA in all College work attempted. No grade below "C" will be accepted for transfer. Transfers are urged to consult with the Education program directors to discuss career options in the field.

All interested students should refer to the Selection and Retention criteria listed in the Education Program description.

College Regulations

Admission Requirements

Admission to the Music Program

A student must first be accepted into the College by the Admissions Office prior to being admitted to a Music degree program. Admission to the Music department is contingent upon a successful audition. A theory test is also given at the time of audition.

Students may audition vocally or on an instrument, and must demonstrate adequate proficiency and potential. The audition consists of two pieces of contrasting periods, scales and a suitable technical exercise. Students who are not keyboard majors are strongly encouraged to develop reasonable proficiency in piano.

Admission to the Nursing Program

Students who wish to be considered for Pre-Nursing must submit the results of their SAT or ACT tests to College Misericordia, and must have completed at least one year each of chemistry, biology, and mathematics in high school, achieving at least a grade of "C" in each course. Factors to be weighed in determining acceptance into the Pre-Nursing program include:

1. SAT or ACT test scores.
2. High school science and mathematics grades.
3. High school class rank.

Admission to the Pre-Nursing program does not guarantee advancement to the Nursing major.

Transfer students seeking admission to Nursing are required to have a personal interview with the chair of the Division of Nursing and must demonstrate a minimum cumulative GPA of 2.5 in all college work attempted.

All interested students should refer to the section on *Selection, Advancement and Graduation* listed in the Nursing Program description.

Admission of Registered Nurses

Registered Nurses interested in pursuing a baccalaureate degree in Nursing must:

1. Successfully pass State Board Examinations (submit two copies of Pennsylvania Professional Nurses license).
2. Send two official transcripts from institutions attended.
3. Meet with the Director of the RN Articulation program in the Division of Nursing and develop a Master Plan toward graduation.
4. Have transcripts reviewed by the Registrar.

Challenge Examinations

The RN student is eligible to take challenge examinations in select courses within the Nursing program after matriculation. Arrangements for challenge examinations are made through the Director of the RN Articulation program.

College Regulations

Admission Requirements

Admission to the Occupational Therapy Program

Students admitted to the Pre-Occupational Therapy program (first year of study) must meet the general admission requirements of College Misericordia. Applicants should demonstrate a solid background in high school mathematics and science including at least one year of biology with a grade of "C" or better. Although not required, students are urged to meet with the Occupational Therapy program faculty to discuss the major in detail. Admission to the Pre-Occupational program does not guarantee advancement into the professional program in Occupational Therapy.

Transfers may apply for Pre-Occupational Therapy status with the understanding that a four-year sequence is required to complete the program. Transfers must demonstrate a minimum 2.5 GPA in all college work attempted. Transfers must meet with the Occupational Therapy program director to discuss career options in the field.

All interested students should refer to the selection and retention criteria listed in the Occupational Therapy Program description.

Admission to the Radiologic Technology Program

A candidate who wishes to be considered for the Radiologic Technology program must meet the College's general admissions requirements. In addition, students applying for Admission should also have at least 3 years of high school mathematics, 1 year of biology, and 1 year of physics, achieving a minimum grade of "C" in each course.Chemistry is strongly recommended but not required. Interviews should also be arranged with the program director and the Committee on Admissions. **Admission into the Radiologic Technology program as a freshman does not guarantee advancement into the clinical setting.**

Students who wish to transfer to College Misericordia in the Radiologic Technology program may be considered, providing clinical space is available and the student has a minimum cumulative GPA of 2.5*. These students must interview with the program director prior to enrollment.

Advanced placement directly into the clinical setting will be considered providing clinical space is available, the student has a minimum GPA of 2.5, and has earned a minimum of 24 credits.

All interested students should refer to the selection and retention criteria listed in the Radiologic Technology Program description.

College Regulations

Admission Requirements

Admission of Transfer Students

Students who wish to transfer to College Misericordia from other accredited four-year colleges or universities, or two-year junior or community colleges, will be considered for admission if they have maintained a cumulative GPA of 2.0 or better (based on a 4.0 system). Candidates who meet the GPA requirement for general admission and who seek advanced standing for previous college work must provide the Dean of Admissions with the following:

1. Application for Admission with a non-refundable $15.00 fee.
2. Official copy of secondary school transcript.
3. Two (2) official transcripts from each college previously attended where credit has been earned.
4. Statement of honorable dismissal from the college previously attended.
5. Copy of a current catalog, indicating courses taken, from the institution previously attended.

Admission of transfer students is based primarily on the applicant's academic performance at the institution attended previously. Transfer credit will be awarded for those courses that are equivalent to courses offered at College Misericordia. Normally, only grades of "C" or better will be accepted for transfer credit. The registrar, however, reserves the right to award or withhold credit.

Grades earned at other institutions are not included in the student's GPA at College Misericordia.

Transfer students are encouraged to arrange an interview with an admissions counselor to review academic status and proposed curriculum.

Transferring without a Degree

College Misericordia will accept up to 90 credits of transfer work, a maximum of 60 of which may be from a 2-year institution. Credits accepted will be based on a course-by-course comparison with College Misericordia courses and are subject to the approval of the Registrar, **in consultation with appropriate Division Chairs.** A minimum of 30 credits must be taken at College Misericordia to receive a College Misericordia degree.

Transferring with an AA or AS Degree

College Misericordia will accept all credits earned as requirements for the AA/AS degrees as indicated by the official college catalog of the degree-awarding institution. The College Misericordia core requirements are waived with the exception of core courses which are required for the successful completion of the student's major. Courses that apply to the student's major will be evaluated **by the College Misericordia Registrar** on a course-by-course comparison with College Misericordia courses and are subject to the approval of the Registrar, **in consultation with appropriate Division Chairs.** Students must complete the minimum total credits required for their major as well as all major required courses not approved for transfer credit.

College Regulations

Admission Requirements

Admissions Procedures

Upon receipt of the Application for Admission, the secondary school record/transcript, post-secondary transcripts (if applicable), and the guidance or transfer counselor recommendation, the Committee on Admissions reviews the applicant's portfolio and notifies a candidate by mail of the admission decision usually within three or four weeks.

Because of the limited number of students admitted each year to most programs of study, reservation deposits will be accepted only while space is available. Normally, reservation deposits should be made within six weeks of notification of acceptance. Deadline extensions may be granted only with the written consent of the Dean of Admissions.

Incoming students who wish to enroll at College Misericordia for either the fall or spring term must submit a reservation deposit of $100 if they want to reside on campus. A $50 reservation deposit is required for incoming students who plan to commute. This deposit will not be refunded if the student withdraws.

Personal interviews are not required. However, applicants are strongly encouraged to arrange for a personal interview and a tour of the campus. This interview and tour is especially important in the case of handicapped students.

Advanced Placement

Students who have followed the College Entrance Examination Board college-level program in secondary school, and have scored 3 or higher on selected Advanced Placement examinations, may be granted academic credit at College Misericordia. Decisions concerning Advanced Placement credit are made by the Registrar and the Division Chair.

Early Decision

Students for whom College Misericordia is the only choice for admission may apply for early decision. These applicants must have exhibited exceptional academic achievement through the junior year in high school. Applications must be submitted after May 15 of the junior year and before September 1 of the senior year.

Admission to College Misericordia does not commit the student to attending, but affords the early decision applicant the opportunity to know his or her admission status early in the fall of senior year. Early decision candidates must also adhere to the reservation deposit deadline.

Early Admission

Students who have completed their junior year in high school with an outstanding record of achievement may apply for early admission to College Misericordia. Candidates for early admission must meet the requirement for the program as set forth by the Academic Policies Committee. The applicant's grade point average and SAT results are among the major considerations.

College Regulations

Admission Requirements

College Level Examination Program (CLEP)

Matriculating students may earn up to thirty (30) credits in any degree program through CLEP. All thirty credits earned through CLEP subject examinations, or fifteen (15) of the thirty may be earned by taking CLEP general examinations. A minimum score of 50 is required in any subject examinations, and a minimum score of 500 in the general examinations is required to obtain credit.

Subject examinations may be taken only in those subjects which correspond to courses described in the catalog or which are part of the cooperative program with King's College, Wilkes-Barre.

Institutional Testing Requirements

All students admitted to the college are required to take a series of tests in basic skills areas before they may register for classes. New freshmen or freshmen transferring fewer than fifteen credits who demonstrate a deficiency in one or more of the basic skills areas will be required to enroll in Developmental Education courses in the area corresponding to the deficiency. Students transferring fifteen credits or more will be advised to correct any skills deficiency demonstrated through coursework or tutoring, but will not be required to take Developmental Education courses. Handicapped students must participate in the freshman testing project; however, handicapped students will be required to enroll in Developmental Education courses only if the courses are deemed appropriate. Students must attain acceptable skills levels by the end of their freshman year.

The freshman testing project also includes advanced placement testing in writing and mathematics.

Some majors require program-specific testing at various levels. Frequently the results of these tests determine a student's eligibility to continue within the program.

All juniors participate in a mid-point testing project. The testing measures their achievement in several general education areas. The results may be used by students to make program modifications.

Seniors in selected majors must take general education and major program area tests before they graduate. The senior testing is important for students who wish to continue their education. Additionally, the senior major program testing qualifies students in a variety of majors for outside agency certifications and licenses.

Re-Admission

Students who have previously attended College Misericordia and have withdrawn for personal reasons may be considered candidates for re-admission. It is not necessary for the student to reapply, but a letter should be sent to the Dean of Admissions indicating the reason(s) why the student withdrew and wishes to return to the College. In the case of disciplinary dismissal, the matter will be referred to the Dean of Students.

Students who have been dismissed for academic reasons must petition the Academic Dean for readmission. Academically dismissed students may not be readmitted for one year after their dismissal and until they have raised their GPA to 2.0 by taking classes at the College on a non-matriculating (part-time) basis. Readmission of an academically-dismissed student does not necessarily imply re-admission to a major program. The student will be admitted for one semester, pending an evaluation of the semester's work by the Academic Status Committee. If at the end of the semester the student fails to maintain a 2.0 cumulative grade point average and/or fulfill other conditions of readmission, he or she will be dismissed permanently.

College Regulations

Academic Advising

Each student is assigned an academic advisor within the student's major department. Students undecided about their major will be assigned special advisors.

Academic advisors are the students' liaison with other college offices. Advisors should be consulted often for guidance and advice. In addition to lending academic guidance, advisors can provide information on where to obtain and how to complete necessary forms pertaining to academics.

Advisors must sign all academic paperwork including course registration, drop/add forms, withdrawal from course forms, off-campus permission forms, etc. Advisors meet with students individually for pre-registration consultation each semester.

Faculty members post their office hours to assist students in making appointments. Academic advisement is coordinated through the office of the Assistant Academic Dean.

Academic Grievance Procedure

The College provides a uniform method by which students can pursue grievable issues. Grievable issues are complaints about the institution's academic policies or lack of them, its prescribed procedures for carrying out its policies, its administration of matters related to instructional practices, or any combination of the above.

NOTE: Formal grievances must be filed while the student is matriculating, or within one year following the student's date of graduation.

A student who has a grievance should attempt to resolve it on an informal basis by using the following procedures:

1. The student should first speak to the person with whom the complaint rests.

2. If the matter is not satisfactorily resolved at that level, the student should proceed to the chair of the division to discuss the issue.

3. If the matter is not resolved at that level, the student should proceed to the office of the Academic Dean where a formal grievance may be filed.

Formal Grievance Procedure

The student shall inform the Academic Dean in writing of his or her intent to seek formal redress through the grievance procedure, indicating the nature of the complaint.

Within fourteen (14) calendar days of receipt of the written complaint, the Academic Dean will convene the Academic Grievance Committee and provide the chair of the committee with the student's statement of the complaint.

The Academic Grievance Committee is composed of one administrator and one faculty member appointed by the Academic Dean, and the academic affairs coordinator of Student Government.

College Regulations

At least seven (7) days in advance of the hearing, the chair of the committee will notify the student and the individual charged with the complaint of:

1. The time and place of the hearing.
2. Specification and nature of the complaint.
3. The composition of the committee.
4. The right of the individual charged to be present when charges and evidence are presented to the committee, to question and to give evidence on his or her behalf.

At any hearing, committee members may question witnesses to evaluate all the relevant facts of a given case. All committee meetings shall be private; witnesses shall be excluded except for the period of their questioning.

The report and recommendation of the committee shall be in writing, including the committee's rationale for the decision and including any dissenting opinion. Only those committee members who have heard all testimony and evidence in a given case may vote on the committee's recommendation.

The committee's report and recommendations shall be forwarded to the Academic Dean within ten (10) calendar days of the hearing.

The Academic Dean will make the final determination and formally advise the parties involved.

Academic Honors

The Dean's List is issued at the close of each semester in recognition of students who have completed a minimum of 12 graded credit hours and have earned a grade point average of 3.55 (on a 4.0 system) for the semester.

Degrees with Distinction

Students are awarded degrees with distinction for exceptional academic achievement. Honors are awarded as follows:

Distinction	Grade Point Average at Graduation
Summa Cum Laude	3.80 and above
Magna Cum Laude	3.60 - 3.79
Cum Laude	3.40 - 3.59

A student must have completed at least 60 credits at College Misericordia to qualify for these honors. Commencement honors for the highest scholastic average can be earned only by a student who has matriculated at the college for four full years.

Honors Degrees

Students who complete the College Honors curriculum and the Honors Research Project, while achieving a Grade Point Average of 3.4 or better, will be awarded an Honors Degree.

College Regulations

College Honors

Students who complete the Honors curriculum with both an Honors and overall Grade Point Average of at least 3.0 will graduate with College Honors.

Academic Integrity

Any form of cheating, plagiarism or dishonesty is a fundamental violation of the nature and purposes of College Misericordia. Thus, students should be aware of their responsibilities in upholding the spirit of honesty.

Plagiarism and other forms of cheating will not be tolerated and will result in a loss of academic credit.

In general, students should know that not all their ideas, data, or words are expected to be entirely original; however, when borrowing from others, the appropriate forms of attribution must be used. Scholarly "borrowing" is encouraged, not censored; to ignore totally the accumulated knowledge of those committed to understanding the world would itself be a violation of the precepts of the college and of higher education. Unacknowledged borrowing, however, cannot be tolerated.

The following are among the forms of dishonesty for which sanctions may be given:

1. Use of books, notes, or other materials during an examination, unless expressly permitted.
2. Copying others' work or unauthorized cooperation during assignments or during an examination.
3. Use of purchased essays, term papers, or preparatory research for such papers.
4. Submission of work originally done by someone else.
5. Submission of the same written work in more than one course without the prior written approval from the instructor(s) involved.
6. Borrowing from published works, whether material is taken verbatim or with minor alterations, without proper and/or sufficient acknowledgement.
7. Dishonesty in requests for either extensions on papers or makeup examinations.
8. Misrepresentation in statements concerning work submitted.
9. Falsification or fabrication of experimental data or results.

The primary responsibility for maintaining standards of personal integrity and honor in academic activities rests with the individual student. Any student who violates these standards is subject to disciplinary action which may include dismissal.

College Regulations

Academic Standing

All students must maintain an acceptable cumulative grade point average to remain in good academic standing. Failure to do so will result in either academic probation or academic dismissal. In addition, students are advised to confer with their divisional advisors, for some divisions require specific averages in certain majors.

All transfer students are expected to have a 2.0 grade point average to be admitted to the College.

Probation

Academic probation is the automatic and minimum penalty for failing to maintain an acceptable cumulative grade point average. Students failing to maintain an acceptable grade point average are also liable to suspension or dismissal from the college. Students who have attempted between 12 and 23 credits will be placed on probation if their cumulative grade point average is below 1.50. Those who have attempted between 24 and 37 credits will be placed on probation if their cumulative grade point average is below 1.75; and students who have attempted 38 or more credits will be placed on probation if their cumulative grade point average is below 2.0.

Students will also be placed on academic probation for failure to maintain an acceptable cumulative grade point average in courses taken to fulfill the core curriculum requirements. Students who have attempted 30 credits or above will be placed on academic probation if their cumulative grade point average for core requirements is below 1.75. Students must have a cumulative grade point average of 2.0 for the 54 credit college core in order to graduate.

N.B. Receipt of one or more grades of "U" or "WU" in any Developmental courses will result in the student being placed on academic probation, regardless of the overall and core GPA requirement.

A student on academic probation is prohibited from representing the College in any official capacity. This prohibition includes, but is not limited to, holding any elected or appointed office or seat in Student Government or on the Executive Board of Student Government, serving as a Resident Advisor, or participating in inter-collegiate athletics.

Students on academic probation are under the immediate supervision of the Academic Dean and may be required to carry a restricted load of work. Furthermore, they may have their participation in non-prohibited extra-curricular activities curtailed if in the judgement of the Academic Dean such activities could interfere with their academic performance.

Academic Probation will begin with the first class meeting of the Semester (Fall, Spring or Summer) following the announcement of probation.

A student on Academic Probation for two consecutive semesters is subject to suspension or dismissal from the College. Only the Fall and Spring Semesters will be used in this calculation.

College Regulations

Dismissal

A student whose work or conduct is deemed unsatisfactory is subject to dismissal from the college. Failure to make satisfactory academic progress (as outlined under probation), failure to fulfill the terms of academic probation, remaining on academic probation for two consecutive semesters, or a serious breach of academic ethics will result in academic dismissal.

A cumulative index of lower than 1.0 at the end of the freshman year will bring academic dismissal.

Once academically dismissed, a student may not matriculate at the College for one full year. Then, a student will be re-admitted only if his or her grade point average has risen to 2.0. A student's grade point average may be improved by attending classes on a non-matriculating (part-time) basis.

Re-admitted students enter under the academic program requirements and regulations in force at the time of their readmission.

Re-admission to the College does not necessarily imply re-admission to a major program. After being re-admitted, the student must maintain a cumulative grade point average of 2.0 or he/she will be permanently dismissed.

Cancellation of Classes

The following information concerns *cancellation* of classes. For *delayed start* of the school day refer to *Compressed Schedule.*

Day Classes

If classes are to be cancelled, or the College is to be closed because of weather or other special conditions, the decision will be made by 6:00 a.m. and relayed promptly to local radio stations.

Evening Classes

Announcements regarding the cancellation of evening classes will be made by 4:00 p.m. and will be reported to local radio stations.

Weekend Classes

The cancellation of Weekend College classes will be made on a day-to-day basis, and will be reported to local radio stations after 4:00 p.m. for Friday evening classes, and after 6:00 a.m. for Saturday and Sunday classes.

Individual Cancellations

Individual class cancellations are posted by the Academic Dean as they are reported; however, if a professor must cancel a class on her/his own volition due to an emergency situation, it is that instructor's responsibility to see that the students in that class are properly notified. Instructors will make provisions for this eventuality with their classes at the beginning of each semester.

Challenge Examinations

The RN student is eligible to take Challenge Examinations by appointment. Interested students should contact the Director of the RN program for details.

Change of Academic Major

Students who wish to change from one academic discipline to another will consult with their assigned academic advisor. Division approval must be secured by appropriate Division Chairs.

Change of major forms may be obtained in the office of the Assistant Academic Dean. The change of major does not take place until the appropriate form is properly executed and filed with the Registrar.

College Regulations

Change of Name/Address

Notice of a change of name or address must be given in writing to the office of the Registrar. It will then be appropriately processed throughout the College.

Change of Status

Students who wish to change from full-time to part-time status are requested to inform the Academic Dean. Students are then referred to the Assistant Academic Dean for registration information.

Students who want to change from part-time to full-time status must address a letter to the Dean of Admissions, stating their intentions.

Class Attendance

Regular class attendance is an integral part of academic success. Absence from class and other scheduled academic activities should occur only for serious and legitimate reasons.

While students will not be penalized for class absence, they are responsible for all course requirements as stated in the course outlines, including deadlines and assignments that must be completed in class. Students should read course outlines carefully to understand their obligations. In cases of unexcused absence, faculty are under no obligation to provide make-up opportunities for missed assignments.

Excused absences, which must be approved by the Academic Dean, include documented personal illness, death in the family, and participation in prescheduled and approved college activities. Instructors are required to schedule make-up examinations, tests or quizzes for excused absences; it is the student's responsibility to request such make-up within 7 days upon the return from an excused absence, either at the class or during the instructor's posted office hours. Faculty are obligated to make provisions for such make-up work within two calendar weeks upon the student's return. Students who fail to make such a request or to complete the make-up examination, test or quiz at the scheduled time forfeit the right to make up this work and suffer the resultant grade penalty.

Written assignments completed outside the classroom and due on the date of an excused absence are to be submitted on time. The student should either submit them to the instructor early or give them to a fellow student in that class to submit on the day that they are due.

In certain instances, students are allowed excussed absences **only** for documented personal illness or death in the family; excused absences for college-approved activities do **not** apply to:

A. Students on academic probation
B. Developmental Education courses
C. Internships, seminars, field work, student teaching, clinical experiences and cooperative education placements. In the latter two instances, students should consult course outlines to determine attendance requirements.

College Regulations

Classification of Students

Students are classified as follows:

Freshmen – those who have earned between 0-29 credits.

Sophomores – those who have earned between 30-59 credits.

Juniors – those who have earned between 60-89 credits.

Seniors– those who have earned 90 credits or above.

Special Students – those who have earned a baccalaureate degree and are pursuing a second degree.

Full-Time Students – students carrying a minimum of twelve credits.

Part-Time Students – students carrying fewer than twelve credits.

Matriculating Students – students seeking a degree who have been formally accepted into the College.

Non-Matriculating Students – students who are not following a sequence of courses leading to a degree or students who have not been formally accepted.

Certificate Students – students following a sequence of courses leading to an educational certificate.

Compressed Schedule

When it is necessary to delay the start of the school day (due to snow, heating problems, etc.) but not necessary to cancel the full day of classes, a "Compressed Class Schedule" will be put into effect. The schedule is as follows:

Monday/Wednesday/Friday Classes

Regular Time (50 Min.)	**Compressed Time** (40 Min.)
8:00 - 8:50	10:00 - 10:40
9:00 - 9:50	10:50 - 11:30
10:00 - 10:50	11:40 - 12:20
11:00 - 11:50	12:30 - 1:10
12:00 - 12:50	1:20 - 2:00
1:00 - 1:50	2:10 - 2:50
2:00 - 2:50	3:00 - 3:40
3:00 - 3:50	3:50 - 4:30
4:00 - 4:50	4:40 - 5:20

Tuesday/Thursday Classes

Regular Classes (75 Min.)	**Compressed Time** (60 Min.)
8:00 - 9:15	10:00 - 11:00
9:30 - 10:45	11:10 - 12:10
11:00 - 12:15	12:20 - 1:20
12:30 - 1:45	1:30 - 2:30
2:00 - 3:15	2:40 - 3:40
3:30 - 4:45	3:50 - 4:50

College Regulations

Credit

Each curriculum which leads to a baccalaureate degree requires the successful completion of a minimum of 120 semester hours of credit. Students should consult individual program descriptions for the exact number of credits reguired for graduation from specific programs. A semester hour is the unit of credit. This semester hour is defined as the credit for one 50 minute of lecture, discussion or recitation for one semester. When a course requires laboratory or clinical experiences, two or in some cases, three periods are considered as equivalent to one period of lecture, discussion or recitation.

Credit Load

College Misericordia degrees require an average of 126 credits and are designed to be completed in eight semesters. Students enrolled in Developmental Education courses or enrolled in programs with degree requirements in excess of 126 credits should expect to spend longer than eight semesters to earn their degree.

18 credits constitute a maximum semester load. Students who wish to take more than 18 credits in one semester must have a minimum GPA of 2.75 and receive written permission from the Academic Dean prior to pre-registration. Students must also pay an additional per credit charge for every credit taken over 18. (See tuition and fees). **No student may take more than 21 credits a semester.**

Students enrolled in Developmental Education courses may have their course loads restricted.

Directed Study

When a student must take a specific College course in a given semester but it is **not** part of the offerings in that semester, the student may petition a faculty member to supervise a directed study.

Students may apply for directed study only in exceptional situations.

Students undertaking directed studies must pay an additional fee equal to one-half of the cost of those courses.

Drop/Add Policy

Students should consult the academic calendar for the dates of the drop/add period, during which time schedule changes may be made with the Registrar. Drop/add forms are available in the Registrar's Office. The drop/add form must be approved and signed by the student's advisor before it may be processed. A $5.00 fee is charged for each drop/add form processed. Drop add is **not** official unless the form is received and processed by the registrar during the drop/add period.

Foreign Students

College Misericordia welcomes students from all nations, but students for whom English is not their first language must demonstrate proficiency. College Misericordia's Admissions Office can help students register for the Test of English as a Foreign Language (TOEFL) which measures listening and reading comprehension as well as written expression.

Because College Misericordia does not offer English as a Second Language (ESL) programs, it is essential that the student demonstrate a mastery of the language sufficient to perform college-level work.

College Regulations

Grading System

The grade point average is computed by dividing honor points earned by credits attempted. Any courses failed will be charged as credits attempted through to the final calculation of a student's grade point average. A minimum of a (2.0) cumulative grade point average is required to graduate, both overall and in the 54 credit core curriculum.

Some majors require a higher cumulative grade point average for graduation and program retention. Students should consult individual academic program descriptions for major requirements.

Grades	Numerical Values	Honor Points Per Credit Hour
A	94-100	4
B+	89-93	3.5
B	84-88	3
C+	79-83	2.5
C	74-78	2
D	70-73	1
F	below 70	0
WP	withdraw passing	Not Calculated
*WF	withdraw failing	0
NG	no grade	Not Calculated
AU	audit	Not Calculated
W	withdrawn	Not Calculated
IP	in progress	Not Calculated
S	satisfactory (pass)	Not Calculated
†U	unsatisfactory (fail)	Not Calculated
WS	withdraw satisfactory	Not Calculated
†WU	withdraw unsatisfactory	Not Calculated
**I	incomplete	0

*Equivalent to a failure; computed as an F.

**It is the responsibility of the student to contract in writing with the instructor for a grade of "Incomplete." The incomplete must be removed within six weeks after the end of the semester or it becomes an F. There is a $5.00 fee charge for each incomplete grade requested.

†Unsatisfactory grades received in any Developmental Course will result in Academic Probation.

Graduation Requirements

To obtain a Baccalaureate Degree a student must complete a minimum of one hundred and twenty (120) hours of credit which must include all specific program requirements. Students should consult individual program descriptions for the credit requirements of specific majors.

A student must have a minimum cumulative grade point average of 2.0 (C) or better in all major and core course requirements to graduate. Some majors require a higher cumulative grade point average for graduation. Students should consult specific program descriptions.

College Regulations

Handicapped Students

Handicapped students (learning disabled, physically impaired, or sensory impaired) may receive special support services. Information about the Alternative Learners Project is available upon request. All students enrolled in the Alternative Learners Project attend regular classes but they are supported by an assortment of services delivered by specially trained full-time staff. The services include the use of accommodation strategies whenever possible. Participation in this program may require an additional annual fee. Handicapped students should refer to the Institutional Testing Requirements in the Admission Section and to the Alternative Learners Project in the Special Programs Section. Handicapped students may require extra time to complete their degrees.

Independent Study

Independent study is the special investigation of a selected topic, or it may be undertaken by an advanced student whose academic requirements cannot be met by regular catalog offerings. Independent study may not be taken simply to accrue existing course credits.

To apply for independent study one must define the topic or issue to be pursued, and obtain permission from the faculty member who will sponsor the study, from the chair of the division, and from the Academic Dean.

The faculty sponsor(s) will be involved in planning and evaluating the project only; the student must have demonstrated the ability to pursue independent work.

Independent work is not governed by the academic calendar. A project may be started and ended at any point during the semester. Students should register for independent study in the semester during which the study will be completed.

Independent study application forms may be obtained from the Assistant Academic Dean.

Leave of Absence

Students in good standing may request a leave of absence from the College for up to one semester by filing a letter with the Assistant Academic Dean stating their reason for requesting the leave and their anticipated date of return. In extraordinary circumstances the Academic Dean may grant a one semester extension to a leave upon written request from the student.

Students on leave may pre-register for courses for the semester in which they are to return and may resume their studies on schedule without reapplying for admission or formally notifying the College.

Students on leave who do not return on schedule are automatically withdrawn from the College and must notify the Dean of Admissions in the event they wish to return at a later date. (See Re-Admission).

College Regulations

Off-Campus Course Approvals

First time College Enrollees

Students may complete a maximum of 12 credits in approved off-campus courses, of which no more than 6 credits may be in college core courses.

Transfer Students

Students with a two year AA/AS degree may complete a maximum of 6 credits in approved off-campus courses.

Students without an AA/AS degree may complete a maximum of 6 credits in approved off-campus courses, of which no more than 3 credits may be in college core courses.

General Policy

A. Junior and senior status students must complete all off-campus course work at accredited four year institutions.

B. All off-campus course work for courses above the 200 level at College Misericordia must be completed at accredited four year institutions.

C. All off-campus courses must be evaluated and approved as to their equivalency to College Misericordia courses. This determination will be made by the College Misericordia Registrar, in consultation with appropriate Division Chairs.

Off campus course approval forms are available in the office of the Registrar.

Pass/Fail Courses

Pass/Fail grading is limited to those courses designated in the college catalog to be on a pass/fail basis. The letter grade of S (satisfactory) or U (unsatisfactory) will be assigned to these courses. S and U grades are listed on the transcript but are not calculated in the grade point average. Credits for these courses are not included in the 12 graded credit hours required for the Dean's List.

A student must maintain at least a 70% level of performance to receive an "S" (passing) grade.

Pre-Registration

Full-Time and Matriculating Part-Time Students

At the time of pre-registration, class registration forms must be completed by the students and signed by their advisors prior to their scheduled time to pre-register. The pre-registration process is handled by the Registrar's Office.

A deposit of $75.00 is required when a student pre-registers. This deposit is non-refundable and will be credited to the tuition bill.

Registration takes place when students submit payment for tuition and fees to the comptroller.

Students who wish to take more than 18 credits in one semester must seek permission from the Academic Dean prior to pre-registration. This privilege is limited to students who have a GPA of 2.75 or better. Students must pay an additional per credit charge for every credit taken over 18. (see Tuition and Fees). No student may take over 21 credits a semester.

College Regulations

Repeating Courses

Mandatory

A currently enrolled and matriculated student who receives a grade of "F" in a required course **must** repeat that course and earn a passing grade.

Optional

If a grade of "F" is received in a free elective, that course does not have to be repeated, but a student **may** elect to repeat any course in which he/she has received a grade of "D" or "F". All repeated courses must be taken at College Misericordia.

GPA Calculation of Repeated Courses

Both grades involved will appear on the transcript, but only the new grade will be used in calculating the student's GPA, subject to the following conditions.

1. The student must indicate his/her intention of replacing the old grade with the new one by filing the appropriate form with the Registrar at registration or pre-registration.
2. This grade calculation replacement privilege is limited to a maximum of the first five repeated courses for which the proper forms have been filed with the Registrar.
3. Only the new grade, even if it is lower than the original, will be used in calculating the GPA
4. For any course repeated beyond the maximum of five, or any repeated courses for which the proper forms have not been filed with the Registrar, both the original and repeated grades will be used in GPA calculations.

Second Degree

Students who wish to obtain a second baccalaureate degree must complete all the requirements for the second major and accumulate a minimum total of 120 credits, 60 of which must be completed at College Misericordia.

Those pursuing a second degree must be officially accepted into the second major program area by the division which offers the major.

Withdrawal From the College

A student who wishes to withdraw from the College must inform the Office of the Academic Dean in writing. The date the office receives written notification will determine final grades for courses and if any refund of tuition is warranted (see Refund Policy).

Withdrawal From a Course

A student may withdraw from a course without academic penalty within the period stated in the college calendar. Withdrawal forms may be obtained from the Registrar's Office. A grade of W is given for an approved withdrawal. The date on which the form is received by the Registrar's Office is considered as the date of withdrawal and the refund of the tuition and grade assigned are based on this date (see Refund Policy). If a student does not officially withdraw from a course and ceases to attend it, a grade of "F" is incurred. If a student withdraws while failing, after the date for withdrawal without academic penalty, a grade of WF is incurred.

College Regulations

Special Programs

Accellerated Degree Program

The accellerated degree program is a special model for the part-time adult learners who must balance family and career responsibilities while pursing their education.

Classes meet in "Terms" which consist of 15 Monday and Wednesday evenings (5:40 p.m.-8:00 p.m. and/or 8:10 p.m.-10:30 p.m.). Six terms per year are offered. Students may take up to two classes per term which allows them to obtain a bachelor's degree in just under four years.

For further information on the program and the degrees offered contact the Continuing Education Office at (717) 675-2181, ext. 289.

Act 101 Program

Funded by the Commonwealth of Pennsylvania, the Act 101 program helps qualified Pennsylvania resident students overcome financial problems, educational difficulties, or both.

Services by the Act 101 program address academic, social and emotional needs of participating students. The program provides direction in interpersonal communication, personal growth, creative problem solving, test taking, reading and study skills.

A pre-college summer program teaches incoming students the skills they need for academic success. During the school year, counseling and tutorial services are ongoing.

Alternative Learners Project

Full time students who are learning disabled, sensorily impaired, or physically handicapped may receive support services from the staff of College Misericordia's Alternative Learners Project (ALP). These services include a variety of accommodative strategies which are designed to work around students' disabilities whenever possible. Participation in the program may require an additional fee. Information on the Alternative Learners Project is available.

Air Force and Army ROTC

Through cooperative programs with Wilkes College and the University of Scranton, College Misericordia students can take part in Air Force and Army Reserve Officers' Training Corps.

The Air Force ROTC program is based at Wilkes; the University of Scranton administers the Army ROTC program. Students who participate in ROTC at these institutions do so without penalty to their full-time academic status at College Misericordia. Free elective courses are awarded by the College for ROTC participation.

Tuition for ROTC courses is paid directly to the institutions offering the programs. More information about ROTC may be obtained from the Registrar.

Center for Professional Development

College Misericordia's Center for Professional Development provides a broad array of consultation, evaluation, and training to business and community organizations. Programs are conducted on campus or they can be delivered on site for special groups.

For further information contact the Center for Professional Development at (717) 675-3862.

College Regulations

Special Programs

Continuing Education

College Misericordia offers a variety of educational options for part-time students and for those who do not go to college right after high school.

The Continuing Education office is sensitive to the special needs of students with families, full-time jobs, or both. Evening classes are held every semester and during the summer. Many students find weekend classes (see Weekend College) and the accelerated degree program (see Accelerated Degree Program) convenient.

All of the College's academic and student services facilities are open to Continuing Education students. Similarly, such students must comply with the College regulations which pertain to all students, with one exception: incoming part-time students do not have to pay a reservation deposit.

For further information contact the office of the Director of Continuing Education at (717) 675-2181 ext. 289.

Credit-Free Programs

For individuals interested in professional and personal development, the Office of Special Programs offers a variety of credit-free programs, classes and workshops (see Center for Professional Development).

In addition, the College offers special programs, camps, non-credit courses and workshops for children.

For further information contact the Office of Continuing Education at (717) 675-2181, ext. 331.

Cooperative Education

The Cooperative Education program integrates academic study with work experience in the community. Students may earn academic credit for full or part-time work assignments related to their educational interests. The job assignments are supervised by College faculty. Students pay tuition for the credits they earn in field experiences and earn salaries which vary with each work assignment.

Cooperative Education enables students to explore career opportunities and prepares them for entry into the job market. By means of Cooperative Education, students experience personal growth, develop independent learning skills, and enjoy broad based education.

Cooperative Program with King's College

Students at College Misericordia may register for courses at King's College in Wilkes-Barre, if those courses are not part of Misericordia's curricula. The program is reciprocal.

Full-time students in good academic standing who meet specific course prerequisites are eligible. Ordinarily, cross registration is available only to juniors and seniors who have received permission from their major department to participate in the program. Cross registered courses are considered part of a student's regular course load; no additional tuition fees are charged and courses carry full academic credit and grade value.

College Regulations

Special Programs

Developmental Education

College Misericordia's academic support system includes a Developmental Education Program. This program provides required basic skills courses for students with skills deficiencies. It also offers free tutorial assistance and academic skills workshops for all interested students.

Students who are required to enroll in basic skills courses must demonstrate acceptable skills levels within the first 2 semesters. Failure to do so will make the student liable for academic dismissal. At its discretion, the Academic Status Committee may permit a student one extra semester (normally the summer) to demonstrate skills proficiency.

Developmental Education courses do not provide credits toward graduation. It is likely that students enrolled in more than Developmental Education courses during their freshman year will need to spend more than the traditional eight semesters to earn a degree. In addition, students enrolled in developmental courses may have their course loads restricted.

Tutorial Assistance Project

College Misericordia offers two types of free peer tutoring to help students succeed: tutoring to build and improve basic skills, and tutoring to improve students' performance in specific classes. Basic skills tutoring is available to help freshmen. Course-related peer tutoring is available to all students. Interested students should contact the Tutorial Assistance Coordinator in the Developmental Education Program, third floor, Administration Building.

Student Assistance Center

The Student Assistance Center is a comprehensive support environment for students. Services include counseling, career exploration, career selection, workshops, and total fitness planning. The staff of the center includes professional counselors, career specialists, peer counselors, and fitness and nutrition specialists. The primary goal of the center is to assist students in achieving their personal and career goals.

Foreign Study

Students may earn credit toward a College Misericordia degree through study at recognized educational institutions abroad. Students should consult with their advisors and program directors about foreign study, and must obtain permission from the Academic Dean.

College Regulations

Special Programs

Veterans

College Misericordia welcomes the opportunity to provide education to veterans of the armed services. College Misericordia is approved by the Veterans Administration for the education and training of veterans.

Veterans enrolling at the institution for the first time should notify their local Veterans Administration Office in order to apply for educational benefits. This application should be filed six weeks prior to the beginning of the semester. Students must contact the Registrar's Office to initiate the process.

Weekend College

The McAuley Weekend College is a special educational model for adult learners who must balance family and career responsibilities while pursuing their education. Students may earn credit toward a bachelor's degree by attending classes on weekends. The program emphasizes independent, self-motivated study. Weekend College classes meet six times a term on Saturdays or Sundays. There are six class meetings a term, and these are usually scheduled for two consecutive weekends with the third weekend off. There are five (5) terms a year: two in the fall, two in the spring, and one in the summer.

For further information contact the Continuing Education Office at (717) 675-3862.

College Regulations

Tuition and Fees

Tuition and Fees

The following charges cover one academic semester. Because of the effects of inflation and resultant increasing costs, fees usually rise annually. It is anticipated that College costs will continue to increase so that the quality of Misericordia's educational programs may be maintained.

All tuition charges, with the exception of financial aid award amounts, are to be paid in full at the beginning of each term unless special arrangements are made with the comptroller. Interest is charged on unpaid balances.

Please note that some academic departments may charge fees or require deposits not specified in this listing.

Expenses per Semester

Tuition *1986-87*

Full-time students

Regular tuition $2,394

Tuition for majors in medical technology, music, nursing, occupational therapy, radiologic technology $2,612

Part-time students

Regular tuition $122/credit

Tuition for majors in medical technology, music, nursing, occupational therapy, radiologic technology $132/credit

Full-time students who wish to take more than 18 credits will be charged for additional credits at $122/credit, (or $132/credit for courses in medical technology, music, nursing, occupational therapy and radiologic technology).

Medical technology majors will be charged $200 per semester in lieu of tuition during the semesters spent in hospital practicum. Those students are also assessed a general fee.

General Fee

Full-time students $65

Part-time students $1/credit

The general fee includes student center fee, class dues, athletic association, student publications, student services and student government.

Room and Board

Regular campus housing and board plan $1,425

Private Room (additional charge) ..... $ 150

College off-campus houses ..... $ 900

College Regulations

Tuition and Fees

Special Fees, Deposits and Expenses

	1985-86
Advance Registration Deposit	$ 75
Alternative Learners Project	Variable
Challenge Examinations	$ 25/each
Fee charged for processing challenge examinations which fulfill requirements of the nursing core. This fee will be charged for each course challenged. For courses without a clinical practicum this will be the only charge. For introduction to Baccalaureate Nursing, this fee will cover the four credits of clinical challenge; students will be charged the regular tuition for the four credit theory component. For ten credit courses with a clinical practicum requirement, students will pay the $25.00 fee and $250.00 upon successful completion of both the written and clinical challenges.	
Change of Incomplete Grade Fee	$ 5
Course Fees	Variable
Amounts vary from course to course. Consult comptroller for current fee assessment.	
Freshman Orientation Fee	$ 50
Graduate Fee	$ 80
A one-time charge to first semester seniors and AAS candidates only.	
Late Registration Fee	$ 25
Liability Insurance	$ 14
For students enrolled in clinical experience	
Music Major Fee	$ 150
Includes private music lessons, rental of instruments and practice facilities.	
Nursing Assessment Fee	$ 50
For first semester nursing seniors only.	
Annual Testing Fees: Freshman	$ 15
Sophomore	$ 20
Junior	$ 20
Occupational Therapy Major Fee	$ 50
Parking Fees	$ 5
Parking Permit	$ 5
Private Music Lessons	$ 175
For non-music majors who wish to study music privately.	
Room deposit (upper classmen only — room deposit is payable by April 15 and is applied to room charges)	$ 75
Room damage fee (one time only: refundable)	$ 75
Student I.D.	$ 1.25
Student Insurance Fee	Variable annually
Every student must be covered by an insurance plan. The College participates in the Blue Cross/Blue Shield Plan, Evidence of other plan coverage must be shown.	
Student Teaching Fee	$ 100
For Education major in teaching placements	
Transcript Fee	$ 2

College Regulations

Tuition and Fees

Auditing

Students may audit courses at one-half cost based on full or part-time credit charges. No credit is awarded for audited courses. Auditors are admitted to courses as space is available. Matriculating students who wish to audit a course must seek permission from the Registrar.

Deferred Payment Plan for Part-Time Students

College Misericordia provides an option for students or parents to pay tuition, fees and other charges on a deferred payment plan. The plan permits educational costs to be spread over a period of time. The requirements of the plan are as follows:

Only part-time students are eligible.

A down payment of twenty (20) percent of the total term/semester charges is required.

Deferments are limited to one term/semester; the unpaid balance must be paid before final examinations that term/semester. Failure to pay charges in full before final exams may result in loss of credit for the term/semester.

At the close of each month, the unpaid balance will be charged a one (1) percent finance charge.

Students who fail to meet their deferred payment obligations will be dropped from the plan.

Participants in the plan must sign and receive a copy of the deferred payment plan.

Tuition Payment Plan for Full-Time Students

Full-time students may arrange to pay all or part of their college costs in monthly installments. A $40 annual fee is charged to cover the processing of payments. Students must be enrolled in the installment plan prior to the start of the academic year. The plan is managed by Academic Management Service, Inc., Pawtucket, Rhode Island. Contact the Comptroller's office at (717) 675-2181, Ext. 295.

Interest Waived Policy

It is a College policy that any outstanding balances will be charged a one (1) percent finance charge at the close of the second month into the semester and each month thereafter. This policy is waived for the following students:

Students enrolled in the Academic Management Services program (see Tuition Payment Plan for Full-Time Students).

Students who receive rehabilitation benefits or Veterans' Education benefits.

College Regulations

Financial Assistance

Financial Assistance

It is College Misericordia's philosophy that students of ability should have the opportunity to attend the college of their choice regardless of family income. For sixty years, College Misericordia has helped students and parents afford a superior college education.

The College participates in a number of financial aid programs. These programs generate funds from Federal, State and College resources. Additional financial aid monies are contributed by alumni and friends of the College. The financial aid office packages aid from a combination of sources to meet, as fully as possible, the student's indicated need.

Misericordia is designated as an eligible institution by the Pennsylvania Higher Education Assistance Agency (PHEAA), which allows qualified students to participate in the State Grant Program and the Guaranteed Student Loan Program.

The College is also designated as an eligible institution by the Department of Education, permitting students to take advantage of the Federal Pell Grant Program and the Federal campus-based programs, including Supplemental Educational Opportunity Grants, National Direct Student Loans and the Federal Work-Study Program.

The College also participates in the Nursing Loan Program under the auspices of the Department of Health and Human Services.

Three types of financial assistance are available:

Scholarships/Grants: Gift aid given directly to the student based on financial need or some area of achievement, such as musical ability, academic record, etc. The student does not repay this type of award.

Loans: Monies given to students to meet educational expenses, but for which students and/or their families assume repayment responsibilities, usually after withdrawal or graduation from school. Interest is charged on loans; interest charges vary with different loan programs.

Work-Study: Employment which allows students to earn a portion of the money needed to meet educational expenses.

Inquiries regarding all financial aid programs should be directed to the financial aid office at 717-675-2181, Ext 313.

Application Procedures

All students who wish to be considered for financial assistance must file a College Misericordia **Application for Financial Assistance.**

College Regulations

Financial Assistance

New students should complete and submit the application for financial assistance which is attached to the admissions application. Before an application may be considered, a student must first be admitted to the College. All aid for which a student wishes to be considered should be indicated on the application. The application is then returned to the financial aid office.

Returning students obtain a College Misericordia **Institutional Data Form** from the financial aid office. Before an application may be considered, a student must be pre-registered for classes in the academic year for which the aid is requested, and other necessary financial aid information must be on file in the financial aid office (see Pennsylvania and Out-of-State Residents, below). All aid for which a student wishes to be considered should be indicated on the application. The application is then returned to the financial aid office.

Pennsylvania and Out-of-State Residents

In addition to the College Misericordia Application for Financial Assistance, all students, **regardless of their state of legal residence,** must submit a Pennsylvania State Grant/Federal Student Aid application. Although it is apparent that non-residents of Pennsylvania will not receive a Pennsylvania state grant, the College uses the information collected on this application to determine eligibility for college administered need-based programs, including National Direct Student Loans Supplemental Educational Opportunity Grants, Nursing Loans and Work-Study. Out-of-State students should check with their high school or state agency to determine eligibility for a grant from the home state.

Deadlines

Pennsylvania State Grant/Federal Student Aid applications and the College Misericordia application for Financial Assistance must be submitted to the College by:

March 1 for incoming freshmen and transfer students; April 1 for returning students.

Applications and financial aid forms will be accepted later than these dates, but no assurances can be made that funds will be available for late applicants. For Pell Grants and State Grants, students should adhere to the deadlines indicated on the forms from those agencies.

Additional Requirements and Rights

Once all required information is received by the College and the student's enrollment status can be verified according to the application procedures outlined above, the financial aid office will determine the student's financial aid in accordance with school policy. The student will be notified in writing of the results immediately thereafter.

Financial aid is awarded for one academic year at a time. Aid is renewed for subsequent years:

College Regulations

Financial Assistance

If the student annually requests assistance by completing all appropriate forms described above.

If the student's financial need continues. Aid will be adjusted according to need.

If the student exhibits satisfactory academic progress toward a degree as defined in the Financial Aid Handbook, available from the financial aid office.

Aid from outside sources must be reported to the financial aid office. Such outside assistance may alter the amount of aid originally awarded by the College.

Aid will vary according to enrollment status (full or part-time). Students must inform the financial aid office of any status changes once their aid is packaged. Students may request an appointment with the financial aid office to review the information which determines their aid for the year, and the amount of their financial aid package.

Students have the right to request that their aid be re-evaluated if conditions arise which change their ability to meet the expense of their education.

Sources of financial assistance are described below. More information may be obtained from the financial aid office.

Pell Grant

This Federal program provides grants which currently range from $150 to $2,100, depending on financial need and educational costs. Eligible students may receive this grant for the amount of time needed to complete the first undergraduate degree, provided satisfactory academic progress is maintained. Application is made by completing the PHEAA/Federal Student Aid form or CSS Financial Aid Form. All students who seek financial aid from College Misericordia must apply for this grant.

Supplemental Educational Opportunity Grant

This Federal program is available to undergraduate students with demonstrated financial need. Awards range from $200 to $1,000 yearly depending on need, available funds and other aid received by the student. Students may receive Supplemental Grants during the period required to complete the first undergraduate degree, provided satisfactory academic progress is maintained. Students are notified of grant awards by a letter from the College.

College Regulations

Financial Assistance

PHEAA Grant

The PHEAA Grant is a Pennsylvania State scholarship. All Pennsylvania resident, full-time students are expected to apply for the PHEAA Grant. Awards vary from $100 to $1,750 per academic year. Eligibility and grant amount are determined by the Pennsylvania Higher Education Assistance Agency (PHEAA). Students apply directly for this grant by completing a PHEAA/Federal Student Aid form. The deadline for application is usually May 1 prior to the start of the academic year for which the aid is requested.

Other State Scholarships

Many states provide grants to their residents which can be used at colleges in other states. These states are Maryland, Ohio, Rhode Island, Connecticut, Massachusetts and West Virginia. Prospective students should contact their high school guidance office, their state higher education office, or College Misericordia's financial aid office to learn more about their state programs and to obtain applications.

Presidential Scholarships

In recognition of College Misericordia's Sixtieth Anniversary and the Two Hundredth Anniversary of the United States Constitution, the College has established Presidential Scholarships to be awarded to incoming freshmen intending to enroll in pre-law or the humanities. High school senior applicants should rank in the upper 10% of their class and have achieved SAT or ACT scores in the eightieth percentile or better. Full, half and honorary tuition awards are made. Application packets are available from the Admissions Office.

College Grants

Honor Scholarships
To demonstrate its commitment to academic excellence, the College awards financial assistance to incoming freshmen and transfer students who have attained outstanding academic records. The scholarships are renewable until graduation, provided minimum grade point averages are maintained: freshman year — 3.0 cumulative average; sophomore year — 3.2 cumulative average; junior year — 3.4 cumulative average. Students apply directly to the Admissions Office of the College for Honor Scholarships.

College Grants
Through its own fund raising efforts, College Misericordia maintains an extensive college grant program which helps over 50 percent of Misericordia students meet their college costs. Students who receive College Grants must maintain satisfactory academic progress and participate in at least one college approved extracurricular activity. The College Grant program assists students with financial need who also participate in the activities of the College community.

College Regulations

Financial Assistance

Loans

Guaranteed Student Loan
This program enables students to borrow directly from a bank or other participating lender. Currently, if financial need is demonstrated, students may borrow up to $2,500 per grade level at a seven, eight, or nine percent interest rate depending upon when a student first borrows. Students must maintain satisfactory academic progress for subsequent loans. Repayment begins six months after the student leaves school or changes status to under six credits. The exact amount of loan eligibility is determined by this formula: educational costs minus financial aid, minus expected family contribution. A qualifying factor is full- or part-time status. Loan checks may only be accepted if their term dates are concurrent with the present enrollment period. Applications and other information may be obtained from the applicant's lender.

National Direct Student Loan
This program provides loans at the low interest rate of five percent to students with financial need. Students must be enrolled at least half-time to receive this aid. Federal regulations provide that a student may borrow up to $3,000 for the first two undergraduate years with a $6,000 maximum **if funds are available.** Repayment begins six months after graduation or withdrawal from college. Deferments of repayments and cancellation provisions are available for certain types of employment. Students are notified of the award of such loans by a letter from the College.

Nursing Loans
Nursing students who demonstrate financial need may apply for low interest, six percent Nursing Loans through the College's financial aid office. The Nursing Loan is similar to the National Direct Student Loan in repayment and deferments.

Supplemental Loans
This loan program provides up to full college costs to eligible students who make application with some credit-worthy person as a co-signer. The current interest rate on the loan is 9.5% with several options for repayment. Ordinarily, repayment begins 60 days after the loan is disbursed with up to ten years to repay. In cases of financial hardship, the Pennsylvania Higher Education Assistance Agency may permit the student to make interest only payments on a quarterly basis. Additional information and applications are available from the Financial Aid Office.

PLUS Loans
PLUS Loans provide additional funds to meet educational expenses. As with Guaranteed Student Loans, monies are borrowed from a bank, savings and loan association or credit union. The interest rate is currently twelve percent.

Borrowers are of three types:

Parents of dependent students — may borrow up to $3,000 per grade level for each full-time undergraduate student. The aggregate total allowed is $15,000.

Graduate students — may also borrow up to $3,000 per grade level, with an aggregate total of $15,000.

College Regulations

Financial Assistance

Independent undergraduate students — may borrow up to $2,500 per grade level. However, the PLUS Loan, combined with the student's Guaranteed Student Loan, cannot exceed $2,500 per grade level, with an aggregate total of $12,500.

Repayment of PLUS Loans begins sixty (60) days after the loan proceeds are disbursed. If the borrower is a full-time student, the borrower may request to defer payment of principal. Applications for PLUS Loans are obtained from the lender.

Employment

College Work-Study
Funded by the Federal government and the College, this program provides part-time jobs for students during the academic year and full-time jobs during the summer. Jobs are available on campus and in the local community. Students must document financial need to be eligible. Whenever possible, students will be assigned jobs related to their educational interests.

Institutional Work-Study
The College maintains this work-study program entirely through its own funds. It assists students who are not eligible for the Federal program but who need to earn part of their college expenses through employment.

Part-Time Jobs
Some part-time employment is available in the community for students. The College's placement office can provide more information.

Financial Aid for Part-Time Students

Some grants, loans and part-time employment opportunities are available to part-time students who carry at least six (6) credits. Eligibility information and applications are available from the financial aid office.

College Regulations

Endowed Scholarships

Individuals and businesses close to College Misericordia sponsor scholarships which are available to qualified students each year.

Eligibility criteria and award information are available in the financial aid office.

Academic Endowment Scholarship

Alumni Endowment Scholarship

Clifford Balshaw Scholarship

Frances Wilchek Beisel Scholarship

Bishop's Scholarship

Carole Flanagan Zoeller Brown Scholarship

Bridget Carney Scholarship

Class of 1954 Scholarship

Faculty Endowment Scholarship

Fine Arts Scholarship

Jean Chorazy Fink Scholarship

Dallas Junior Women's League Scholarship

Fortinsky Scholarship

Gates/Millnamow Scholarship

General Scholarship

InterMetro Industries Scholarship

Walter A. Janasie Scholarship

Genevieve Mullin Kimbro Scholarship

Helen McCarthy Kirk Scholarship

Rev. William Hill, SJ and Sr. William Joseph Lydon, RSM Scholarship

Sister Celestine McHale, RSM Scholarship

Teresa and Frank Mehm Scholarship

Mehm Books Scholarship

Moylan Scholarship

John Mullany Scholarship

Helen O'Connor Scholarship

Jeremiah and Ita O'Donnell Scholarship

John Randolph Scholarship

Rosenn Scholarship

Sisters of Mercy Scholarship

Cathy Stefanchik Scholarship

College Regulations

Refund Policies

Institutional Refund Policies

Full-Time Students

Withdrawals

When a full-time student withdraws from the College, he or she must file an official notice of withdrawal with the Academic Dean. The percentage of the charges refunded is determined by the date the Academic Dean receives official notice.

Tuition and Board refunds are granted as follows:

Time of Withdrawal	Amount
First Week	100 Percent
Second Week	75 percent
Third Week	50 percent
Fourth Week	25 percent

No refunds of charges are allowed after the fourth week.

Course fees are refundable only during the drop/add period (as indicated on the official college academic calendar). No refunds are awarded on course fees after this period.

If the refund procedure results in a credit balance on a student's account and if that student receives financial aid, the financial aid must be proportionately reduced according to Title IV refund procedure stipulated by Federal regulations, and restored to the appropriate financial aid funds. The calculation for Title IV refund procedure is based upon the following formula:

$$\frac{\text{Title IV Aid (less Work-Study)}}{\text{All aid for payment period (less Work-Study)}} \text{ applicable refund} = \text{amount refunded to Title IV funds}$$

There are no refunds to students who are dismissed from the College. There are no refunds on any other fees, including advance registration deposits or room deposits.

When a student withdraws from a residence hall or off-campus housing, he or she must notify the Dean of Students in writing. Room charges are not refundable. Room damage fees are refundable upon written request to the Dean of Students.

Change of Academic Status

If a student drops from full- to part-time status after the end of the refund period (first four weeks of classes) no adjustments will be made to the tuition charges originally assessed nor to financial aid.

However, if a student drops from full- to part-time during the refund period, adjustments to tuition charges will be made as follows:

1. The full-time tuition charges originally assessed will be reduced according to the official date on the drop/add slip from the Academic Dean's office, and by applying a percentage of adjustment based on the following:
   First Week — 100% refund of tuition
   Second Week — 75% refund of tuition
   No adjustment will be made after the second week.

2. Part-time tuition charges will then be computed by multiplying the actual number of credits being taken after the drop, by the appropriate per credit charge.

College Regulations

Refund Policies

Institutional Refund Policies

3. The part-time charge (from step 2) will be added to the amount of full-time tuition charge remaining on account after the adjustment is made to full-time charges in step 1. The result will yield the adjusted tuition charge assessed for the semester.

   Example:
   A full-time business student is originally assessed a $2,175 tuition charge. During the second week of classes (75% refund period) the student drops from full-time to 11 credits. Tuition charges are adjusted as follows:

$2,394.00	Full-time tuition charge
x .75	75% refund policy
$1,795.50	Amount of reduction of full-time tuition charges
$2,394.00	Original full-time tuition charge
—1,795.50	Amount of reduction
$ 598.50	Amount of full-time tuition charge remaining on account (25%).
$ 122.00	Per credit tuition rate for business courses
x 11	Number of credits after drop
$1,342.00	Part-time tuition charges
$1,342.00	Part-time tuition charge
+ 598.50	Amount of full-time tuition remaining on account
$1,940.50	Adjusted tuition charge for semester

If a credit balance is generated to the student's account as a result of the above adjustment, financial aid will be proportionately reduced based on Title IV refund procedures and restored to the appropriate financial aid funds.

Part-Time Students

When a part-time student drops a course or withdraws from a course or the college, official notice must be filed with the Continuing Education Office.

Drops

During the Drop/Add period specified in the official college calendar a part-time student will receive a 100% tuition and course fee refund on all courses dropped.

Withdrawals

Tuition refunds are based on the date the Continuing Education Office receives official notice from a student indicating his/her desire to withdraw from a course.

Day and Once Per Week Evening Classes

The percentage of tuition refund is as follows:

First Week	100 percent
Second Week	75 percent
Third Week	50 percent
Fourth Week	25 percent

No refunds are allowed after the fourth week.

College Regulations

Refund Policies

Weekend College Classes

The percentage of tuition refund is as follows:
100 percent prior to the 2nd class meeting
50 percent prior to the 3rd class meeting
No refund after the 3rd class meeting.

Accelerated Evening Classes

The percentage of tuition refund is as follows:
100 percent prior to the 3rd class meeting
50 percent prior to the 4th class meeting
No refund after the 4th class meeting.

Summer School Classes

The percentage of tuition refund is as follows:
100 percent prior to the 3rd class meeting
75 percent prior to the 4th class meeting
50 percent prior to the 5th class meeting
25 percent prior to the 6th class meeting
No refund after the 6th class meeting.

All refund percentages are computed from charges to the student, not from the amount paid.

Course fees are refundable only during the drop/add period. There are no refunds to students dismissed from the College. Advance registration deposits and any other fees are not refundable.

If the refund procedure results in a credit balance on a student's account and that student receives financial aid, the financial aid must be adjusted proportionately according to Title IV refund procedure. The financial aid director can provide clarification of this procedure.

Guaranteed Student Loans

Refunds of overpayment caused by Guaranteed Student Loans will be made in accordance with regular refund policy.

Refunds will then be processed in the Comptroller's Office within ten working days from the date of receipt of a written request.

Students may request their refunds be credited to their account for the following semester.

Refund on Credit Balances

Refunds of credit balances on student accounts caused by overpayment (either from financial aid or personal transaction) will not be processed until after the fourth week of classes has been completed each semester.

Checks will be issued ten working days after the fourth week of classes. Refund checks, therefore, will not be issued until the sixth week of classes.

The ten working days give the comptroller time to verify the amount of refund, to check on any other charges, and to confer with the financial aid director.

Student refund requests must be submitted by the student in writing, and must be approved by the comptroller and the financial aid director. Refund application forms are available in the comptroller's office.

Students are advised to begin the academic year with sufficient funds to pay for books and living expenses until refund checks are issued.

College Life

Student Activities

College Misericordia students take their education seriously, but they also recognize that academics are only one part of the college experience. Most of the College's students are involved in extracurricular activities, some offered by the College and others by the students themselves.

Students participate in making the decisions which affect their governance by means of an active student government association which is the liaison between students and the faculty and administration. More than thirty chartered student clubs and organizations on campus provide experience in a wide variety of student interests, including Biology, Business, Circle K, Chamber Singers, Commuter Council, Dorm Activities Council, Drama, Education, Radiological Technology, Skiing, and others. **The Newspaper,** a student news publication, involves many writers, editors and photographers. Students and faculty annually publish a literary and art magazine, **Intress,** and the College Yearbook.

A Cultural Events Program, including concerts, film series, plays, and lectures adds to the non-academic side of students' education.

A Student Leadership Development Program offers students opportunities to develop their leadership ability.

An All-College Activities Calendar is published each semester by the Student Activities Office and distributed to all students along with the "Weekly Bulletin" every Monday.

Athletics

Intercollegiate sports at the College include women's basketball, softball, field hockey, volleyball, and cross-country. Men compete at the intercollegiate level in basketball, baseball, cross-country, golf, and soccer.

Members of the student body, faculty and administration enjoy a very active intramural athletic program which includes co-ed flag football, soccer, basketball, volleyball and softball, men's and women's tennis and men's and women's basketball. There is also a men's club football team that plays similar clubs from other colleges in the area.

Bookstore

The campus bookstore is a meeting place of, and adjunct to both the academic and social life of the college. It is an academically oriented resource, where the need for, and interest in, reading and study engendered in the classroom can be nurtured and reinforced. It is also a social focal point on the campus offering many goods and services required by a college community. The main purpose of the campus bookstore is to provide for the sale of book and supply requirements connected with the academic programs of the college and the sale of such other supplies and services as shall be determined from time to time.

College Life

Campus Ministry

College Miserircordia is a Catholic college and, as such, offers students many different ways to express religious faith and values. Students of all denominations find the Campus Ministry program a focus for religious, social and community service activities.

In keeping with the College's Mercy tradition of justice and compassion, Campus Ministry sponsors empowerment programs which not only serve others but serve students as well, by giving them opportunities to form and test their own sets of values.

Careers and Placement

The College offers a comprehensive careers and placement service for enrolled students as well as alumni.

For some students, career choices are easy; for others such a decision may seem to be unreachable. The careers and placement office can assist students through individual counseling and testing, and workshops on communication skills, personal growth, and decision making.

As students approach graduation, the careers and placement office provides guidance in résumé writing, scheduling job interviews, or in applying to graduate school. Any student seeking part-time employment off campus may apply at the Placement office. Work-study placements on campus are assigned through the Financial Aid office.

Commuter Council

All of the College's services and extracurricular programs are available to commuting students, encouraging full participation in campus activities by both commuter and resident students.

The Commuter Council, a student-organized association, is attentive to the needs and concerns of non-resident students. The Council addresses both the academic and social aspects of college life for commuters.

Counseling Service

The counseling service, located in Alumnae Hall, Lower Level, offers the opportunity for consultation with counselors in regard to a wide variety of issues ranging from those concerns that arise during the course of normal development to more serious problems.

In cases where objective information concerning career interest or social personal adjustment is desirable, psychological tests are administered. Such tests are available at every student's individual option.

Both testing and counseling services are available, without cost, to all students; all interviews are held in confidence.

Specialized services offered include test anxiety desensitization, personal and social anxiety reduction, and relaxation techniques.

College Life

Library

The Francesca McLaughlin Memorial Library is located on the second floor of the Administrative Building. Named after Sister M. Francesca McLaughlin, RSM, a librarian at the College for more than twenty-five years, the facility encompasses 15,000 square feet and houses stacks for 90,000 volumes.

The library's bright and congenial atmosphere is enhanced by art works, plants, modern furnishings and displays of photographs of the College and its history.

The library provides materials and services which support the educational objectives of the college. Faculty and students have access to many types of materials, including books, periodicals, reference search tools, audio-visuals and microforms. The library maintains a special collection of ANA and NLN nursing publications and selected award-winning books in children's literature.

An automated circulation system enables the staff to track all materials in use and issue overdue notices to delinquent borrowers. Students must present a valid I.D. card at the desk when borrowing materials. The College Misericordia I.D. card may also be used to borrow books directly from a number of local and regional libraries in the area library consortium.

College Misericordia is a member of the Northeastern Pennsylvania Bibliographic Center, the area consortium of regional academic, public, and medical libraries. As an affiliate of the Pennsylvania Library Information Network (PALINET), Misericordia subscribes to the cataloging and interlibrary loan subsystems of the Online computer Library Center (OCLC).

The ILL subsystem affords faculty and students instant access to the holdings information of all OCLC participating libraries. Deliveries are provided through membership in the Interlibrary Delivery Service (IDS).

Students have access to computer based instruction tutorials on reserve at the circulation desk; two Apple Plus computers and a table top printer are available at the computer learning stations. The library also circulates other computer software for use in the third floor computer labs.

During freshman orientation, staff members introduce students to the various library resources and services. Library skills programs on cassettes and filmstrips are available at the A-V learning stations at the beginning of each semester. Individual instruction is available from the reference librarian or other staff members upon request.

The library is open 82 hours per week, including Saturdays and Sundays during the academic year. Special hours for vacation periods and summer session are posted.

College Life

Residence Halls

The College operates six resident facilities: McHale, Alumnae, McAuley, and Walsh Halls, Carlow Hall and Mercy Hall. All rooms are designed for double occupancy.

The environment in the residence halls is one of living and learning. A vital part of the students' total educational experience are the relationships that grow from living and sharing with others in the dorms. Residents participate in making decisions affecting resident life. The residence hall program strives to create an intellectual and friendly atmosphere conducive to academic achievement and personal responsibility.

The residence halls are secure, attractively furnished, and conveniently located on campus. Each building houses study lounges, laundry rooms and recreational areas.

Student Health Services

The College's health service personnel encourage wellness among all members of the Misericordia community. School programs and individual counseling stress preventive medicine, sound nutritional habits, and early detection. The Director of Health Service operates the infirmary in cooperation with the school physician. Most health problems are treated on campus, but when the need arises, students are referred to doctors' offices or hospitals in the area. Appointments with the school physician are scheduled on a weekly basis in the Health Center at no charge to the student. Incurred expenses are only for prescription medication.

A complete physical examination is a requirement for admission to the College. A comprehensive health insurance plan is available to all full-time students.

The health service frequently sponsors such programs as blood drives, CPR certification, first aid training and other educational workshops.

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Litt. D. Rider College

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M.S. Temple University
Ed.D. Rutgers University

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M.B.A. University of San Francisco

Dean of Institutional Advancement,
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M.S. Kansas State University
Ph. D. University of Minnesota

Dean of Admissions, David M. Payne
B.S. St. Peter's College
M.A. Seton Hall University

Dean of Students, Martha Hanlon, R.S.M.
B.S. College Misericordia
M.S. University of Scranton

Academic Affairs

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Assistant Dean, Kevin J. McGovern, Ph.D.

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Division of Business Administration
Mr. Donald C. Skiff
Chair

Division of Fine Arts
Sister Mary Carmel McGarigle, R.S.M.
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Division of Humanities
Dr. Donald Fries
Chair

Division of Natural Science, Mathematics and Computer Science
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Division of Nursing
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Art Gallery	Director, Marilyn Webster B.A. Kutztown University
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Developmental Education	Richard P. Lynch B.A. St. Michael's College M.A. Southern Illinois University Ph.D. Southern Illinois University Assistant to the Director of Developmental Education, Deborah W. Fries B.A. College Misericordia M.S. College Misericordia

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Administration

Institutional Testing	Director, Joseph P. Rogan
Honors Program	Director, Lee J. Williames B.A. LaSalle University M.A. Niagara University Ph.D. State University of New York at Binghamton
Library Services	Director, Mary Sharon Gallagher, R.S.M. B.A. College Misericordia M.S.L.S. Marywood College
	Reference and Serials Librarian, Joseph Luksic B.A. King's College M.S.L.S. Marywood College
	Acquisitions Librarian, Charles G. Riedlinger A.B. Wilkes College M.L.S. University of Pittsburgh

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Administration

Administration and Planning

Dean of Financial and Administrative Affairs, Robert E. Mooney, Jr., M.B.A.

Business and Fiscal Affairs

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B.S. University of Scranton
M.S. Columbia University

Comptroller, John J. Hoover
B.S. Wilkes College

Accountant, Joseph J. Hayer
B.S. Wilkes College

Junior Accountant, Jeanette Holland

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B.S. King's College
M.B.A. Wilkes College

Coordinator, Margaret Killiri

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Dean of Institutional Advancement
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M.S. University of Maryland

Development

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B.S., College Misericordia
M.S., Marywood College

Public Relations

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B.A., College Misericordia
M.A., Texas Woman's University

Admissions

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Assistant to the Dean, Mary A. Siegel
B.A. Marquette University
M.A. University of Wisconsin

Counselor, Daniel A. Albert
B.S. College Misericordia

Counselor, Mary Elizabeth Kutz
B.A. Wilkes Colllege

Counselor, Sandra Long
B.A. Wilkes College

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Administration

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Student Services	Martha Hanlon, R.S.M., M.S.
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Bookstore	Manager, Diane Morreale
Food Service	Director, Holly Weakley
Health Services	Director, Charlotte T. Slocum, R.N. Wyoming Valley Hospital School of Nursing B.A. College Misericordia B.S.N. College Misericordia
Placement	Director, R. Arnold Garinger B.S. Bloomsburg University M.A. Villanova University
Resident Life	Resident Counselor, Madeline Gill, R.S.M. B.A. College Misericordia M.Ed. Boston University Resident Counselor, Ruth Kelly, R.S.M. B.A. College Misericordia M.A. Villanova University
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The Faculty Senators

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Division of Professional Studies

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Academic Committee Chairs

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Dr. Richard P. Lynch

Academic Policies Committee
Mr. James Calderone

Academic Status Committee
Dr. James J. Pallante

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Dr. Joseph P. Rogan

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